

Vacancy Newsletter

6 March 2020

east lothian
works

Role: Garden & Grounds Team Member

Company: Haven

Location: Prestonpans

As a Gardens and Grounds Team Member you will be responsible for:-

- The park grounds being of the highest quality and standard for guests.
- Providing a safe and secure environment for all guests through the maintenance of the park.
- Ensuring all work areas are presented and managed to the highest level at all times.
- Ensuring all internal & statutory obligations are met.
- Delivering a 'breath of fresh air' experience for guests through the upkeep of beautiful grounds and gardens, contributing to guest advocacy and customer satisfaction.

The Benefits of working with Haven:-

- Free use of many of the Park facilities and discounts off food and retail outlets.
- Discounted Bourne Leisure holidays for you, your family and friends.
- Reward and recognition schemes including long service and team member of the month.
- Externally recognised qualifications to give you the opportunity to develop and progress.

Guests and team members are vitally important to them and they want to ensure that they build effective relationships, through trust, always having an approachable, friendly and helpful attitude. This will ensure their guests feel reassured that they always have their interests at the heart of everything they do.

<https://bourneleisure.csod.com/ux/ats/careersite/3/home/requisition/12397?c=bourneleisure&\=&source=Indeed>

Role: Cleaner

Company: Hollies Day Centre

Location: Musselburgh

This is a permanent part time position working 15 hours per week. 9am – 12 noon Monday to Friday.

Salary £8.75 per hour

They are looking for applicants who have previous cleaning experience.

For an application form contact Liz Shannon – Hollies Day Centre SCIO, 183 High Street, Musselburgh. 0131 665 5613

Role: Care Assistant

Company: Bright Care

Location: Musselburgh

This is a permanent part time position working 8 – 26 hours a week over 3 or 4 days. Salary: £11.50 – £12.00 per hour. They are looking for warm-hearted, open and naturally caring applicants to join their team providing in-home care for seniors.

Duties will involve:-

- Assisting clients with personal care (getting washed, dressed, toileting)
- Providing friendly companionship
- Helping clients with light housekeeping (cleaning, laundry, cooking)
- Going on outings (grocery shopping, social events, hospital appointments)
- Supporting clients with taking their medication
- Writing daily reports

Benefits:-

- All mileage paid at 30p per mile, as well as covered public transport cost.
- Accrued paid holidays.
- Cover of half cost of SVQ 2 (formally SCQF 6, Scotland).
- Cover of full cost of PVG (Scotland), and DBS check (England).
- Cover of full cost of SSSC registration for your first year (Scotland).
- High-quality training and ongoing development.
- Full uniform.
- Cover of admin cost to upgrade your car insurance to business insurance.

Experience and Requirements:

Availability. Applicants will need to have a good, regular availability because they look to offer a consistent weekly schedule.

Life experience. It's essential.

Character. You should have a positive attitude, patience, and hold good communication skills.

Driving Licence. This is required, as is access to a car.

<https://www.indeed.co.uk/jobs-in-East-Lothian?vjk=3ee70a8d57ecda85&advn=8993394059468365>

Role: Various positions

Company: Glennon Brothers (Windymains Timber Ltd)

Location: Humbie

They are looking for enthusiastic individuals who are keen to work hard and learn to fill the following positions:

Night Shift Engineer * Sawmill Shift Supervisor * Forklift Driver * Sawmill Operative

There is no public transport nearby, so applicants will need their own transport. To apply please email CV to wm.info@glennonbrothers.co.uk

Role: Various Modern Apprentice positions

Company: East Lothian Council

Location: Macmerry

Positions available:

1. 2 x Apprentice Joiners
2. 2 x Apprentice Plumbers
3. 2 x Apprentice Electricians
4. 1 x Apprentice Blacksmith
5. 1 x Apprentice Painter

(Links to further details below)

These positions are all full time on a fixed term, working 37 hours per week. Closing date: 15 March 2020. Applicants should be aware that they are only permitted to submit ONE application for ONE of the trade apprenticeships currently being advertised by East Lothian Council.

These vacancies are restricted to applicants who currently live in the East Lothian Area and are aged between 16 and 24 years of age as at 10 August 2020.

Applicants should have achieved, or be expected to achieve, the following qualifications by August 2020:

3 National 4 or 5's or 3 Standard Grades at credit/general level (1-4) including English, Maths and one other subject.

Applicants must provide certified proof of the qualifications noted above at Stage 2 of the process (Theory Test). Please note National 4 qualifications/predicted National 5 qualifications will be accepted, but only if verified in writing by your school.

Applicants will be required to pass a theory test and a practical test prior to interview.

The apprenticeship will run for 4 years and during this period every apprentice will attend an appropriate further education centre to attain the qualification applicable to this trade. Apprentices will work with teams of skilled craft operatives on a variety of different tasks within the trade.

Apprentices will be paid an annual salary of £13,798.85 during the first year of the apprenticeship (plus any pay awards) which will be increased each year of the remaining 3 years.

Applicants should have a genuine interest in the trade selected and be able to demonstrate commitment to their own learning and show that they are keen to become a qualified tradesperson.

1. <https://www.myjobscotland.gov.uk/councils/east-lothian-council/jobs/apprentice-joiner-x2-184970>

2. <https://www.myjobscotland.gov.uk/councils/east-lothian-council/jobs/apprentice-plumber-x2-184971>

3. <https://www.myjobscotland.gov.uk/councils/east-lothian-council/jobs/apprentice-electrician-x2-184972>

4. <https://www.myjobscotland.gov.uk/councils/east-lothian-council/jobs/apprentice-blacksmith-182023>

5. <https://www.myjobscotland.gov.uk/councils/east-lothian-council/jobs/apprentice-painter-184919>

Role: Customer Team Member

Company: Co-op

Location: North Berwick

This is a permanent part time position for 16 hours per week with regular overtime. Salary £8.38 per hour. No experience needed as full training will be given. Working pattern: varied shifts including early mornings (store opening), afternoons, late evenings (store closing) and weekends, to be discussed at interview.

What you'll do as a Customer Assistant:

There's lots involved in being a Co-op customer assistant. The pace is always fast, with different duties to take on through your shift. Here are some of the key tasks:-

- providing friendly, considerate customer service (and really getting to know customers)
- preparing and presenting products, including from the bakery
- keeping the store well stocked and looking good
- thinking on your feet if there's an issue or problem to solve
- promoting Co-op membership, and the local projects we support

Who can be a Customer Assistant at Co-op?

They are not looking for any specific experience or qualifications – as provide full training. It is your personality, skills, motivation and values that matter. You will need to show them:-

- a real passion for customer service
- great communication and listening skills
- the ability to work well in a team, and achieve team and individual goals
- an enthusiastic approach and willingness to support your colleagues when the store gets busier
- the flexibility to work a range of shifts to support the opening times of the store

<https://jobs.coop.co.uk/job/-/-/22964/15559914?src=JB-10072>

Role: Cleaning Operative

Company: Viridor

Location: Dunbar

They have an opportunity for a cleaning operative.

Rate of pay: £8.50ph

Hours: Monday – Friday 1400 – 2030 hours

General office and toilet cleaning.

Please contact Keith Lightbody on 07501 721301.

Contact:

East Lothian Works, 9-11 Lodge Street, Haddington EH41 3DX

Tel: 01620 827262

Email: ELworks@eastlothian.gov.uk

