

## Snippets Bulletin – 3 September 2019

Do you need help to apply for any of these opportunities? If so, please phone 01506 434249, or call into Skills Development Scotland, Cairngorm House, Almondvale Boulevard, Livingston to arrange an appointment.

This bulletin is usually updated on a weekly basis, which means that recruiting companies can take off and add new vacancies in between issues, so please use this bulletin as a guide only.

**New!** Defence Infrastructure Organisation (DIO) Apprentice Security Technician, Ministry of Defence, Rosyth - <http://bit.ly/30Fvv6y>. Closing date 15 September.

**New!** Customer Assistant, Marks and Spencer, Livingston Outlet - <http://bit.ly/2Pz3kFB>.  
20-30 hours sales floor.

**New!** Customer Assistant – Market Street (10 – 16 hours per week), Morrisons, Almondvale, Livingston - <http://bit.ly/32bfCFr>. Closing date 9 September.

**New!** Customer Service Assistant (16 hours), BP Retail, Deer Park, Livingston - <http://bit.ly/2ZthGuB>.  
No previous experience required. Applicants must be 18+. Closing date 8 September.

**New!** Next Livingston has the following vacancies:

- Home Sales Consultant – Permanent (21.5 hours per week). Closing date 5 September.
- Sales Consultant – Permanent (10 hours). Closing date 5 September.
- Stockroom Assistant – Temp (6.5 hours). Closing date 6 September.
- Stockroom Assistant – Temp (6.5 hours). Closing date 9 September.
- Stockroom Assistant – Temp (8.75 hours). Closing date 9 September.
- Stockroom Assistant – Temp (9.25 hours). Closing date 9 September.
- Stockroom Assistant – Temp (8.25 hours). Closing date 8 September.
- Sales Support Team - Various hours.
- Office Assistant – Permanent (8 hours). Closing date 9 September.
- Sales Consultant – Temp (9.5 hours).
- Sales Consultant – Permanent (7.5 hours). Closing date 20 September.

<http://bit.ly/2LgJWal>

Hotel Apprentice, Intercontinental Edinburgh The George, Edinburgh - <http://bit.ly/2MueKII>. Applicants should be aged 17 – 24.

- **New!** Kitchen Porter, The Kimpton Charlotte Square, Edinburgh - <http://bit.ly/2krTMxd>.
- **New!** Kitchen Porter, Intercontinental Edinburgh The George, Edinburgh - <http://bit.ly/2jWkhdX>

Sales Advisor / Retail Advisor (4 hours), Yours Clothing, Livingston Centre - <http://bit.ly/2ZjLbzc>. Closing date 21 September.

Food and Beverage Assistant, Houstoun House Hotel, Uphall - <http://bit.ly/2L3Pzce>. Closing date 19 September.

Sales Assistants, Deichmann Shoes, Almondvale Centre, Livingston - <http://bit.ly/2YV27f6>.

Sales Advisor (part-time), Ted Baker, Livingston Designer Outlet - <http://bit.ly/2MYWLZH>

Scotmid has the following vacancy:

- **New!** Temporary Customer Service Assistant, Bathgate, 16 hours - <http://bit.ly/2jWfDMV>. Closing date 13 September.
- **New!** Sales Assistant, Semichem, Armadale. 8 hours - <http://bit.ly/2jU9sJe> . Closing date 13 September.

Home Carers, 1<sup>st</sup> Class Care, Livingston Village. Part-time and full-time positions available to care for people aged 16 – elderly. Company will put employees through SVQ 2 if they don't already have it. To apply, applicants can call into the company office at 5 Fairbairn Place, Livingston Village, phone 01506 412698 or email [lynnmcavoy@1stclasscare.co.uk](mailto:lynnmcavoy@1stclasscare.co.uk). Applicants need to be 17+.

**West Lothian Council –**

- Supply Care Home Domestic (House, Kitchen, Laundry) – various locations across West Lothian. Hours not guaranteed – successful candidates will be contacted to cover shifts as and when needed - <http://bit.ly/2Yoj9h>. Closing date 31 December.
- Supply Social Care Workers – various locations across West Lothian. Hours not guaranteed – successful candidates will be contacted to cover shifts as and when needed - <http://bit.ly/2OA5iES>. Must have SVQ2 in health and social care, or equivalent. Closing date 31 December 2019.

Salad Bar Chef, Fettes College, Edinburgh - <http://bit.ly/2ypBNuL>

Warehouse Operative, Tesco Distribution Centre, Deans, Livingston (37.5 hours) - <http://bit.ly/2LVUr6b>. Closing date 13 September. Applicants should be 18+.

Norton House Hotel and Spa, Newbridge currently has the following vacancies:

Breakfast Chef - <http://bit.ly/2y5vCeU>

Kitchen Porter (casual) - <http://bit.ly/2GNpdKd>

Bar Assistant (part-time) - <http://bit.ly/31BHWk7>

Conference and Banqueting Assistant (casual)- <http://bit.ly/2Md1Gqs>

Room Attendant (casual) - <http://bit.ly/2Z2Aj8s>

**New!** Bar Person (fulltime, permanent) - <http://bit.ly/2jZz73p>

**New!** Front Office Reception (part-time, permanent) - <http://bit.ly/2lB8HoP>

Sales Advisor (part-time), Crew Clothing, Livingston - <http://bit.ly/2KDEjWd>. Closing date 14 September.

Apprentice Autocare Technician, Kwik Fit, Penicuik - <http://bit.ly/2KC2gxh>

Apprentice Warehouse Operative, Kloekner Metals UK, South Gyle, Edinburgh - <http://bit.ly/2VePN7C>

BT plc is currently recruiting Openreach Trainee Engineers , Nationwide - <http://bit.ly/2ZdySRz>

Fast Fit Apprentice, National Tyres and Autocare – National campaign including Livingston, Edinburgh Ferry Road and Falkirk - <https://bit.ly/2UDpKnB>. Next apprenticeship start date is 9 September.

Dalmahoy Hotel and Country Club currently has openings for:

- Pastry chef, reservations agent, kitchen porter, room attendant, hotel receptionist, food and beverage attendant, c and b attendant, commis chef, golf and leisure attendant, golf and leisure membership sales adviser. <https://bit.ly/2z8ldm5>

Aldi currently has the following vacancies in West Lothian:

- Store Management Apprentice, Whitburn, Bathgate and Linlithgow
- Career Starter – Stores, Livingston and Whitburn
- Store Assistant, Livingston, Whitburn, Bathgate and Linlithgow

<http://bit.ly/2x1u19A>

Holmes Care Group is currently looking to fill the following vacancies at Heatherfield in Armadale:

- Care Assistant (various hours) - <http://bit.ly/2WSK6ci>. PVG application paid for by company. No experience necessary. Closing date 6 January 2020.
- New! Care Assistant(bank) - <http://bit.ly/2XXOHAV>. PVG application paid for by company. No experience necessary. Closing date 17 December 2019.

Lifetime Training currently has the following vacancies:

- Bar and Waiting Apprentice, Stonehouse Pizza and Carvery, Brucefield Farm, Livingston - <https://bit.ly/2COGT5n>. Closing date 7 October 2019
- Bar and Waiting Apprentice, Toby Carvery, Bathgate Farm – <http://bit.ly/2JTCKgx>. Closing date 9 September 2019.

McDonalds has the following vacancies:

- Full-time and part-time staff members, Livingston Mall
- Delivery staff early mornings, Almondvale Avenue
- Full-time fully flexible staff members, Almondvale Avenue
- Staff Member(part-time), Livingston Designer Outlet
- Full-time and part-time crew members, Bathgate
- Customer care assistant, Newbridge Roundabout (guaranteed 30 hours)
- Staff member, part-time, Newbridge Roundabout
- Full-time and part-time car park maintenance person, Newbridge Roundabout
- Staff Member, Newbridge Roundabout (guaranteed 30 hours)

<https://bit.ly/2IRWBDT>

Whitbread has the following vacancies in West Lothian - <http://bit.ly/2IRxe2P>:

- Team Member, bar, Beefeater
- Chef, Beefeater
- Team Member – restaurant, Beefeater
- Grill Chef, Beefeater
- Part-time Kitchen Team Member, Beefeater
- Team Member, kitchen, Beefeater

## RAF Apprenticeships

The RAF is currently recruiting for the following apprenticeships: Cyberspace communications specialist • personnel support • intelligence analyst • RAF regimental gunner • weapon technician • air and ground steward • supply, storage and distribution specialist • chef • driver • mover • air and space operations specialist (aerospace operations) • air and space operations specialist (flight operations) • aircraft technician (avionics) • aircraft technician (avionics) • communications infrastructure technician • RAF police • survival equipment specialist • firefighter • firefighter • general technician (workshops) •

You can also register your interest for the following apprenticeships and be notified when they open: RAF medic • photographer

<http://bit.ly/31AxCbR>

## Army

The army offers the following apprenticeships:

Public service and health • engineering • telecommunications • animal care • IT • logistics • business admin • <http://bit.ly/31AxCbR>

### Royal Navy

There are 64 different types of apprenticeships available in the Royal Navy. The following roles are currently being recruited for with a high priority, but there's many more to choose from:

Catering services • catering services (submariner) • mine warfare specialist • Royal Marines bugler • Royal Marines commando • Royal Marines musician • Royal Navy police • warfare specialist • warfare specialist (submariner) • Weapon engineer officer (submariner) • writer (submariner • writer Logistician) •

<http://bit.ly/2ZnE5Fw>

[www.apprenticeships.scot](http://www.apprenticeships.scot)

See below *a selection* of the opportunities currently advertised on the [www.apprenticeships.scot](http://www.apprenticeships.scot):

Apprentice Chef, Hawes Inn, South Queensferry - <a href="http://bit.ly/2P707wx">http://bit.ly/2P707wx</a> . Closing date 7 October. Training provider is Lifetime Training. Qualification = Level 2 hospitality, food production and cooking.
Apprentice Surveyor / Project Administrator, Harlequin Group, Kirkton Campus, Livingston - <a href="http://bit.ly/2MvhpBr">http://bit.ly/2MvhpBr</a> . Closing date 2 September. Training provider is QA.
Apprentice Service Technician (Heavy Vehicle), AM Phillip, Broxburn - <a href="http://bit.ly/2NokLWI">http://bit.ly/2NokLWI</a> . Closing date 27 September. Training provider is Bosch.
Warehouse Assistant, Scott Coppola Electrical Distributors Ltd, Edinburgh - <a href="http://bit.ly/2KZOBoQ">http://bit.ly/2KZOBoQ</a> . Closing date 13 September.
Childcare Modern Apprenticeship, Busy Bees, Livingston - <a href="http://bit.ly/2NpAapG">http://bit.ly/2NpAapG</a> . Closing date 30 September.
Childcare Apprentice, Armadale - <a href="http://bit.ly/30w5Tcw">http://bit.ly/30w5Tcw</a> . Closing date 12 October. Training provider is Carousel.
Childcare Apprentice, Bathgate - <a href="http://bit.ly/2P4XwDI">http://bit.ly/2P4XwDI</a> . Closing date 12 October. Training provider is Carousel.
Apprentice Chef, All Bar One Exchange, Edinburgh - <a href="http://bit.ly/31lAOmT">http://bit.ly/31lAOmT</a> . Closing date 21 October.
Hairdresser Modern Apprentice, Christine Carruthers Hairdressing, Bamboo Boutique, Henderson Row, Edinburgh - <a href="http://bit.ly/2OkboJF">http://bit.ly/2OkboJF</a> . Closing date 16 September. Training provider is Mentor.

## Jobs at Edinburgh Airport

Various jobs advertised. See below for a selection and please check the website for more details and a wider selection of opportunities - <https://bit.ly/2Rl3lXu>

- Kitchen Assistant / Kitchen Porter and Food Runner – All Bar One
- General Catering Assistant – Alpha LSG Ltd
- Server – Bar Burrito
- Chef - Brewdog
- Part-time Sales Assistant – Brora
- Team Member – Burger King
- Various Positions – Café Nero
- Barista – Costa
- Various Driving Positions – Driver Hire
- Customer Service Agent (taxi controller) - Edinburgh City Private Hire
- Cleaner – Fresh Cleaning
- Kitchen and Front of House Positions – Hudson St Grill
- Sales Associate – Hugo Boss
- Foreign exchange consultant – International Currency Exchange
- Sales Assistant – Isle of Skye Candle Company
- Part-time Sales Assistant – Kurt Geiger
- Barista – Luckie Beans
- Retail and Service Assistant – Luggage Point
- Various Positions – Pret A Manger
- Cleaner - Sasse
- Various Positions - Starbucks
- Threading Therapist and Nail Technician – Superdrug
- Ramp Services Agent – Swissport. Closing date 10 Sept.
- Sales Adviser – Tartan Weaving Mill
- Luxury Sales Assistant – Weekend MaxMara / Michael Kors
- Kitchen Staff – Wetherspoons
- Sales Assistants (various shift patterns) – WH Smith

[www.positive-destinations.co.uk](http://www.positive-destinations.co.uk)

West Lothian Steps N2 Work wage subsidy opportunities have certain conditions - Opportunities are open to West Lothian Residents only.  
Applicants aged 18 and under must be unemployed, applicants 19-24 must be 3 months unemployed or have previously engaged with MCMC or GRFW.

- No current positions.

The Prince's Trust – [www.princes-trust.org.uk](http://www.princes-trust.org.uk)

Get Into Retail - The Prince's Trust and Marks and Spencer are offering a four weeks training course for people interested in a career in retail. Must be 16 – 25 and unemployed. Training course is unpaid. Travel expenses will be reimbursed. Closing date 6 September. Selection day 12 September. Course starts 23 September. Location includes Livingston, Prince's Street and The Gyle.  
Any queries should be directed to Paul Powrie | Princes Trust Executive, Central and South East Scotland | The Prince's Trust | 73 Ferry Road, Edinburgh, EH6 4AQ | | Ext 4579 | T 0131 553 0850

## Careers At Sea

Looking to pursue a career in the merchant navy? Clyde Marine Training, Glasgow is the UK's largest maritime training provider and they accept applications for officer cadetships (deck, engineer and electro-technical) and ratings cadetships. More information can be found at <https://www.clydemarinetraining.com>

## Community Jobs Scotland

Special conditions apply to these vacancies and only people aged 16-29 who fall into one of the following categories can apply: person with a criminal conviction; care leaver or care experienced; carer; military early service leaver; person with a disability; person currently participating on an activity agreement; homeless person; person affected by substance misuse; person with lower than SCQF level 5 qualification (lower than Nat 5, Standard Grade credit, Intermediate 2 or SVQ 2); work programme completers who remain unemployed.

- Café/Kitchen Assistant, The Larder, Brucefield Industrial Estate, Livingston - <http://bit.ly/32QAz9M>
- Janitorial Assistant, Craigsfarm Community Development Trust - <http://bit.ly/31lyL16>
- **New!** Sales Assistant, Home Aid, Bathgate - <http://bit.ly/2IVCF7l>

## Useful to Know

### **Digital Start Fund – Digital World**

Digital skills can help you land a well-paid career with long term security but accessing the training you need to get started is often costly. That's why the **Digital Start Fund** has been created, to help people on lower incomes gain skills in software development and cyber security.

To be eligible to apply, you'll need to be resident in Scotland and have the right to work in the UK. You will also have to either receive Universal Credit or another income-based benefits OR face two or more barriers to work, such as being an army veteran, having a disability, living in an area with a high unemployment rate, being aged 54 or older, or being homeless. Please note that recent graduates (within the last 12 months) aren't eligible to apply.

The fund will close at the end of March 2020 (funds allowing) - <https://bit.ly/2Mg70ds>.

### **Centrica/Scottish Gas Work Experience Programme**

Centrica/Scottish Gas have more dates for their Work Experience programme. Their next taster day is 23 September in Edinburgh - <http://bit.ly/2yIBVv5>.

The duration of the work experience is generally 2 weeks and during the work experience at Scottish Gas, you will gain an awareness of products & services and have an opportunity to spend some time with a customer services team, plus shadow engineers installing and servicing heating products and energy systems. All participants will leave armed with work experience stories to use for future employment opportunities, either with Centrica or elsewhere.

Timpson's offer free dry cleaning of clothes for interview. This offer is open to people who are unemployed and seeking work. You don't need a voucher, just ask at the counter to get the deal. There currently isn't an end date to this offer and it is running in every store that has dry cleaning facilities – about 300 stores across the UK. For more information, please see <https://bit.ly/2YXka1b>.

Charlie Miller in Edinburgh accepts applications for their trainee hairdressing positions all year. For more details see <https://bit.ly/2JdVsAy>.

At college? Cala Homes offers placements during college holidays. Please contact a member of the HR Team by emailing [careers@cala.co.uk](mailto:careers@cala.co.uk) outlining your preferred location and length of placement - <https://bit.ly/2zaFt3y>.

DBM Construction in Bathgate accept speculative CVs – <http://bit.ly/2Prj4X7>

### **National Minimum Wage and National Living Wage rates**

The hourly rate for the minimum wage depends on your age and whether you're an apprentice. You must be at least [school leaving age](#) to get the National Minimum Wage and aged 25 to get the National Living Wage - the minimum wage will still apply for workers aged 24 and under.

**Current rates** These rates are for the National Living Wage and the National Minimum Wage. The rates change every April.

<b>Year</b>	<b>25 and over Living Wage</b>	<b>21 to 24 Min Wage</b>	<b>18 to 20 Min Wage</b>	<b>Under 18 Min Wage</b>	<b>Apprentice Min Wage</b>
April 2019	£8.21	£7.70	£6.15	£4.35	£3.90

### **Apprentices**

[Apprentices](#) are entitled to the apprentice rate if they're either:

aged under 19

aged 19 or over and in the first year of their apprenticeship

**Example** An apprentice aged 22 in the first year of their apprenticeship is entitled to a minimum hourly rate of £3.90.

Apprentices are entitled to the minimum wage for their age if they both:

are aged 19 or over

have completed the first year of their apprenticeship

**Example** An apprentice aged 22 who has completed the first year of their apprenticeship is entitled to a minimum hourly rate of £7.70.