

# Vacancy Newsletter

20<sup>th</sup> May 2022

east lothian  
**works**

**Role:** Customer Service Assistant

**Company:** Euro Garages

**Location:** Haddington

**Salary:** £10.05 an hour

**Hours:** Full time and part time available

Euro Garages owe their success to their employees and are committed to providing excellent customer service, good value products and a wide range of facilities, and the customers have come to expect high standards from all of their petrol forecourts and retail sites.

As a Customer Service Assistant you will be the face and voice of the Petrol Forecourts and your main priority will be to ensure that the customers are provided an excellent customer service experience every time. If you aren't serving the loyal customers at the till then you'll be busy working the shop floor ensuring the shelves are merchandised, look amazing and well stocked.

#### **Got what it takes to be a Customer Service Assistant?**

Of course you do! If you are customer focused, aren't afraid of hard work and thrive in a fun environment then you definitely have what it takes!

- No experience required
- We will train you to the highest standards and upskill you
- Candidates must be aged 18+

For more information, and details of how to apply, follow the link: Career Opportunities: [Customer Service Assistant](#)

**Role:** Support Worker

**Company:** New Beginnings Club East Lothian

**Location:** East Lothian

**Salary:** £12 an hour

**Hours:** 15 hours per week, 48 week fixed contract

nbc was created to tackle isolation and loneliness among adults with physical issues and learning difficulties. nbc's primary goal is to ensure that opportunities are available to all those living in East Lothian by offering a range of recreational facilities, working co-operatively with other groups in the community, with the purpose of improving the conditions of the lives of its members.

nbc is looking for a self-motivated and well organised individual to act as a support for nbc meetings, activities and events.

Applicants must be self-employed.

For more information, or to apply, phone 07756532639, or email: [nbceastlothian@hotmail.co.uk](mailto:nbceastlothian@hotmail.co.uk) with the subject 'Support Worker'

**Role:** Greggs Team Member

**Company:** Euro Garages

**Location:** Haddington

**Salary:** £10.05 an hour

**Hours:** Full time and part time available

Greggs is a well-known and loved bakery, which has a place in all of our hearts. Their famous products speak for themselves and the freshly made sandwiches and gold puff pastry sausage rolls are served by the friendliest employees, which is what keeps the customers content and coming back for more.

As a Greggs Team Member you will be the face and voice of Greggs stores and your main priority will be to ensure that the customers are provided an excellent service every time.

**What would my main responsibilities be as a Team Member?**

- Provide a fantastic customer service experience
- Be happy, friendly, smile and have fun
- Prepare and serve the popular well-loved products
- Ensure that the stores look presentable and vibrant

For more information, and details of how to apply, follow the link: [Career Opportunities: Greggs Team Member](#)

**Role:** Ice Cream Counter Assistant

**Company:** Alandas Gelato

**Location:** North Berwick

**Salary:** £9.50 per hour

**Hours:** Full time and part time available

Alandas Gelato are a small family business, with locations across Edinburgh and East Lothian. They are producers of handmade, authentic Italian gelato and have won many awards over the years, including the title of Scotland's dairy products champions at the Royal Highland Show. Your role would involve working as part of our enthusiastic team, serving customers, keeping our store clean and re stocking.

Schedule:

- 8 hour shift
- Day shift
- Holidays
- Monday to Friday
- Weekend availability

For more information, and to apply online, follow the link: [Ice Cream Counter Assistant – Indeed.com](#)

**Role:** Kitchen Team Member

**Company:** Haven

**Location:** Seton Sands Holiday Village, Prestonpans

**Hours:** Full time, seasonal

**Closing date:** 7<sup>th</sup> June 2022

Haven have several exciting opportunities within their kitchen team for Kitchen Porters, Cooks and Chefs.

They are looking for team of all levels, with proven experience to no experience at all, to join their Kitchen Teams and begin a career in catering with one of The Times Best Big Companies in the UK.

They are looking to provide a consistent professional approach to all customers through the highest standards of product and service, all that we ask is that you actively contribute to meeting our guests' expectations in the role that you do.

All we ask:

- To be a Team player and have the ability to work under pressure (at times) and to tight deadlines with a commitment to consistent delivery.
- To take a pro-active steps to work with the senior team in the kitchen to provide menus as required by the customer.
- To follow the procedures for minimal wastage throughout the kitchen.
- Ability to organise and prioritise a demanding workload.
- Excellent communications and motivational skills.
- Flexibility with regards to working hours, to meet the demands of both the business and the team.
- To be willing to attend Training Courses (internal and External) to further your capabilities and job role.

For more information, and to apply online, follow the link: [Haven Careers – Kitchen Team Member](#)

**Role:** Front Desk Member

**Company:** Haven

**Location:** Seton Sands Holiday Village, Prestonpans

**Hours:** Full time, seasonal

**Closing date:** 7<sup>th</sup> June 2022

Join Haven for the summer, with the potential to become permanent at the end of the year.

As a Front Desk Team Member, I am responsible for:

- Ensuring all Holidaymakers are given a warm welcome, and a first-class service allowing a true 'escape from urban living' experience.
- Offering warm and friendly support, service and guidance on all park questions or queries.
- Ensuring all Holidaymakers are treated in a professional manner, sharing both park and local knowledge to improve their experience.
- Creating and support a 'sense of community' - a real family spirit.
- Ensuring all information and visuals provided are up to date and fit for use to help give accurate information to our guests.

For more information, and to apply online, follow the link: [Haven Careers – Front Desk Member](#)

**Role:** Laundry Assistant  
**Company:** St Anne's Care Home  
**Location:** Musselburgh

**Salary:** £9.50 per hour  
**Hours:** Full time

**Main Responsibilities:**

- Routine washing of all household linen and Residents' clothing and ironing of same as per policy and procedure.
- Re-distribution of laundered clothing to Residents' rooms.
- Identifying any clothing in need of repair and repairing same.
- Maintaining stock levels and informing Management of any damaged linen and/or clothing.
- Identifying clothing for dry cleaning and informing Nurse in Charge.
- Daily maintenance of floors and equipment.
- Routine cleaning of sinks/basins and laundry baskets.
- Routine cleaning of all filters in tumble dryers and washing machines.
- Maintaining clean and dirty areas of laundry as per policy and procedure.
- Removal and replacement of rubbish bags.
- The careful handling of infected clothing and suitable infection bags, including specific requirements for infections such as COVID-19 or similar.
- Adherence to P.P.E requirements at all times.
- The reading and understanding of St Anne's policies and procedures.
- Any other duties as directed by the Manager.

For more information, and to apply, follow the link: [St Anne's Care Home Jobs – Indeed.com](#)

For all vacancies within East Lothian Council visit: [Jobs | East Lothian Council | myjobscotland](#)

**Contact:**  
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