

# Vacancy Newsletter

29<sup>th</sup> July 2022

east lothian  
**works**

**Role:** Retail/Food to go Assistant

**Company:** Thomson's

**Location:** Tranent

Salary: £20,800 a year

Job type: Part-time

### ***Job Description***

Looking for hard working enthusiastic people to join our team at Thomson's of Tranent, job will include serving customers including food to go, replenishing stock-keeping shop tidy, experience preferred but training will be given.

Part-time hours: 16-30 per week

Salary: £20,800.00 per year

[Retail/Food to go Assistant - Indeed](#)

**Role:** Counter Assistant

**Company:** Alanda's Fish & Chips

**Location:** Prestonpans

Salary: £7.50 - £10.50 an hour

Job type Full-time\Part-time

### ***Job Description***

We are looking for hard working individuals who have great customer service skills, can pick up new tasks quickly and have flexibility with hours.

*Tasks include:*

- Taking customer orders using the till
- Making up orders
- Basic food preparation
- Keeping shop clean and organised
- Working as a team and using initiative

*Please get in touch with a copy of you CV if you are interested.*

Additional pay: Tips

Flexible hours/ shifts available.

[Counter Assistant - Indeed](#)

**Role:** Store Person  
**Company:** Had Fab Ltd  
**Location:** Tranent

Salary: £12 an hour  
Job type: Full-time

***Job Description***

Had Fab is a leading player in design, detailing, fabrication and installation in the structural steel sector covering multiple industries including power transmission, rail, construction and renewables.

We are currently recruiting for a Store Person to receive and manage consumables including abrasives, welding wire, oxy/gas etc.

***Duties:***

- Receiving consumable deliveries and checking goods received
- Ensure all items conform to any specified requirement and all relevant certification is received
- Liaise with the buyer about shortages and discrepancies
- Updating and maintaining inventory system, monitoring of stock levels
- Ensuring a first in first out stock rotation system
- Issuing consumables and getting signatures where required
- Ensure full traceability of welding consumables
- Maintain good housekeeping standards

***Skills & Attributes***

- Ability to multitask, prioritise workload and work effectively under pressure
- Self-motivated and able to work unsupervised
- Good organisation skills
- In-depth knowledge of and respect for current and relevant H&S requirements

Hours: 39 Hours - Monday to Thursday 7am to 5.15pm. Overtime will be required on Fridays.

Holidays: 28 per year (includes Bank holidays). Additional 5 days after 5 years continuous service.

[Store Person - Indeed](#)

**Role:** Apprentice Painter and Decorator

**Company:** Hamill Decorating Services

**Location:** Musselburgh

**Salary:** £7 to £9.50 per hour (depending on age)

**Hours:** Full time (38 hours per week, Monday to Friday)

Hamill Decorating is a family run decorating company based in Musselburgh. Their mission is to deliver outstanding decorating services to all of their customers all of the time. They work mostly in Edinburgh and the Lothians but do, on occasion travel further. They work with interior designers and builders on large refurbishment projects, and also with a window renovation company and paint a lot of sash and case windows each year.

**Key Tasks:**

- To learn how to become a painter and decorator up to NVQ level2 by attending site each day and working alongside a qualified tradesperson.
- Supporting that tradesperson by helping with preparation, painting and customer service.
- Working in different properties and learning all aspects of decorating from painting walls and woodwork to eventually hanging designer wallpapers.

You must currently be unemployed. Preferable 21 or over.

Application process:

- Email your C.V. to [admin@hamilldecorating.com](mailto:admin@hamilldecorating.com)
- You will be invited for an informal interview which will concentrate on getting to know you, your interests and why you want to be a painter and decorator.
- A decision will be made after all applicants have been interviewed. We will aim to have the whole process completed as quickly as possible.

**Role:** Sales Assistant

**Company:** Margiotta Limited

**Location:** Gullane

Salary: From £9.50 an hour

Job type: Full-time or Part-time

Permanent

**Job Description**

We are recruiting for 2 Sales Assistants roles within our Gullane store. We currently have both full and part time vacancies. Varying shift patterns and a degree of flexibility are desirable.

Please enclose a CV and Cover Letter.

Schedule:

- 8 hour shift
- Day shift

[Sales Assistant - Indeed](#)

**Role:** School Subject Tutors

**Company:** ELTI Tutoring Initiative, Queen Margaret University, Edinburgh

**Location:** Mid and East Lothian

In response to the educational challenges faced by young people due to COVID-19, the ELTI Tutoring Initiative was set up to help 4th - 6th year students who were due to complete N4, N5 and Higher assessments in the spring of 2021.

Due to ongoing disruption to schooling experienced in the past two years, this provision is being extended to cover pupils in the coming exam cohort (2022/23). Eligible pupils from 7 high schools in Mid and East Lothian will be invited to take part in weekly tutoring sessions over a 10-week period, either pre- or post-Christmas. Tutors will be allocated to one of the council areas and will be required to deliver both online and in-person. In-person training will take place prior to commencement of the tutoring starting in September 2022.

Tutors will have achieved a Higher in the subject to be tutored, and subsequently completed a degree or equivalent (not necessarily in the same subject).

Tutors should be able to demonstrate the following qualities:

- Well organised and able to solve problems.
- Patient and willing to adapt when required.
- Able to develop relationships with a diverse group of people.
- Creative and innovative.

The initiative is being hosted and co-ordinated by Queen Margaret University, funders include the STV Children's Appeal

For informal enquiries and to request an application pack, please email [elti@gmu.ac.uk](mailto:elti@gmu.ac.uk)

The closing date for applications is 5pm on Friday 12th August 2022.  
Interviews will be held week commencing 22nd August 2022.

**Contact:**

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