

Vacancy Newsletter

15th September 2022

east lothian
works

Role: Window Cleaner (Age 16+)

Company: Clean Tec

Location: Wallyford

Salary: Above National Minimum Wage (varies with age and experience, to be discussed at interview)

Job description:

To undertake domestic and commercial window cleaning ensuring all cleaning materials/equipment are handled and utilised in a safe and conscientious manner.

Main duties:

- Provide an effective interior & exterior window cleaning service of residential and commercial premises
- Operation of reach & wash cleaning machine
- Pressure Washing driveways and hardstanding
- Safe use of powered equipment and approved cleaning agents.
- Handling of customer payments
- Undertake other duties appropriate to the post as directed by your Area Manager

Essential requirements:

- Good standard of physical fitness
- Possession of local authority window cleaning licence

For more information, email info@cleanteccleaningservices.co.uk

Role: Trainee Cleaner (Age 16+)

Company: Clean Tec

Location: Wallyford

Salary: Above National Minimum Wage (varies with age and experience, to be discussed at interview)

Job description:

To undertake general domestic and commercial cleaning ensuring all cleaning materials/equipment are handled and utilised in a safe and conscientious manner.

Main duties:

- Provide an effective cleaning service to include cleaning, washing, sweeping, vacuum cleaning, emptying of litter bins, polishing and dusting fixtures and fittings (which may include toilets, shower areas, cabinets, internal glass, curtains, blinds and telephones) within designated areas.
- Linen changes to include the pick-up and return of required bedding/towels
- Safe use of powered equipment and approved cleaning agents.
- Handling of customer payments
- Undertake other duties appropriate to the post as directed by your Area Manager

Essential requirements:

Good standard of physical fitness

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Role: Business Development Executive

Closing Date: 30th June 2022

Company: 2Circles Consulting

Salary: £24,000 basic

Location: Macmerry, East Lothian

Hours: Full-time

2 Circles Consulting are a telecommunications company dedicated to helping businesses improve their connectivity and in turn, work more efficiently. The telecommunications industry is growing exponentially, and connectivity and communication are key factors in business success for all companies. It is a tremendous space to build a lifelong career in.

They are looking for people who are dedicated, motivated and willing to learn. Don't worry if you are unfamiliar with the world of telecoms, a great deal of training and support will be provided, and you will be mentored by some of the best in the industry – just bring your enthusiasm, and a good work ethic.

2 Circles Consulting have trained over 5000 students and graduates in how to run their own business, and have a proven and tested scheme to teach you how to network, prospect and constantly evolve in this thrilling industry. Successful candidates will get an impeccable experience with 2Circles Consulting through great incentives, uncapped earning potential and our excellent Basic, Bonus and EMI Share Option Plan.

Key Responsibilities

- Proactive goal setting towards sales targets, planning strategies to hit targets, and monitoring of performance against goals. Attain 100 customers to qualify for Century Club
- Attend all company training courses and sales meetings
- Maintaining a consistent positive attitude and team spirit
- Building and maintaining a good rapport with customers
- Have a proactive attitude towards self-development and constant improvement
- Actively looking for ways to continually develop and innovate sales and marketing systems to generate a larger customer base
- Being dedicated in providing the best and most efficient service to our customers and understanding each individual businesses' needs

Benefits

- On-site parking
- Great Basic Salary
- Uncapped Bonus Plan
- EMI Share Ownership from Day 1
- Company Social Events
- Office Dog
- Great Contests
- Private Medical/Dental insurance

Applications

- Expected start date: early September 2022
- Please study the 2 Circles Consulting website: www.2circlesconsulting.com as well as their social media on Facebook, Instagram, LinkedIn & Twitter
- Please send an up to date, well presented 2-page CV with a detailed covering letter explaining why you would like to work in the company to lou@2circlesconsulting.com

Role: Receptionist & Social Media Assistant

Company: Beauty to Perfection

Location: Musselburgh

Salary and hours: To be discussed at interview.

The ideal candidate will:

- Be confident in communication skills
- Enjoy chatting to customers
- Be a friendly and fun personality
- Have a drive to learn new things
- Have a good understanding of using social media (Facebook/Instagram)
- Be organised and tidy in their work

Happy to consider a school leaver if they fit the criteria and are ready to learn and adapt to a new role.

For more information, email info@beautytoperfection.co.uk

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

Contact:

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