

Vacancy Newsletter

16th June 2023

east lothian
works

Company: Natwest

Location: Edinburgh

Role: Apprenticeship – ICT and Telecommunications Systems

Natwest are offering an opportunity for Young People from disadvantaged backgrounds to access a uniquely supported apprenticeship within **ICT and Telecommunications Systems** at Natwest in Edinburgh.

The programme is a 3 week “bootcamp” delivered by our charity, Leadership Through Sport and Business, which is followed by an interview, where they will receive training from Natwest and pastoral support from LTSB.

The apprenticeship runs at Level 6 and continues to level 8, and has a starting salary of £22,440.

Those who are unsuccessful at interview still receive support from LTSB – first, they will receive a place on a CodeClan Youth Academy four week course that results in a foundation certificate in the fundamentals of web design; also, they will receive support from our employment team to access interviews and support from our vast network of employer partners, including M&G, ABRDN, Computershare, and more.

The eligibility criteria for young people is as follows: -

- **16-24 year olds from socially disadvantaged backgrounds (this is usually assessed using the SIMD, or eligibility for free school meals, though all cases are considered on an individual basis)**
- **No Qualifications needed**
- **Young People must have an interested in working within ICT and/or the Banking Sector**

The programme will begin on **July 3rd**. Applications are currently open at <https://ltsb.charity> and will be open until the start of the Bootcamp.

Please see additional flyer for more information.

Company: Ark Housing Association

Location: Haddington, Tranent & Musselburgh

Role: Support Worker

Hours: Full-time (37 and 30 hour per week available)

Salary: £10.90 per hour

Ark is a major provider of Housing, Care and Support to people with long term and enduring conditions such as learning disabilities, mental health issues, dementia and autism. Our aim is to ensure that those who use our services get the very best out of Ark to enable them to live as independently as possible and lead a happy life.

East Lothian service supports people in Haddington, Tranent & Musselburgh.

Key tasks:

Your main duties will include but not limited to:

- Working with colleagues as part of an effective and efficient team to support vulnerable service users.
- Communicate and work well with individuals to provide individual care and maintain appropriate relationships.
- Carry out tasks in accordance with organisational policies, procedures and guidelines.
- Being responsible in supporting individuals throughout the activities, giving positive feedback and encouragement.

Ark do not accept CVs. Please apply using their online application form which you can access on their website <https://www.arkha.org.uk/work-with-us/vacancies/>

Company: Fletcher's Cottage Spa, Archerfield

Location: North Berwick

Role: Apprenticeship – Spa Therapy

Hours: Full-time

Salary: dependent on age

Closing date: Friday 30th June 2023

The award-winning Fletcher's Cottage spa has announced a brand-new spa therapist apprenticeship programme in a bid to help boost recruitment within the industry. Archerfield has partnered with Glasgow-based 'The Academy' to provide private apprenticeships, training and recognised qualifications with a guaranteed job available at the end of the course.

Those looking to kickstart their career in the spa industry, or simply to learn a new trade as a second career, can sign up for the four-month apprenticeship programme with no qualifications required.

This scheme is the first private apprenticeship through CIBTAC, (Confederation of International Beauty Therapy and Cosmetology), an internationally recognised qualification.

The apprenticeship programme – which expects to initially welcome two trainees, offers the Level Two Facial and Level Three Massage with a mix of practical training, remote theory learning, on-site learning at Fletcher's Cottage Spa and CIBTAC exam once training is complete.

Those who successfully complete the course and pass the final exam will join Fletcher's Cottage Spa at Archerfield as a permanent employee.

The first round of course intakes begins on the 14th August 2023.

Key points:

- Minimum age to apply is 16
- Full time
- 2 vacancies
- Rate per hour depends on age
- 4-month duration
- Two 5-day courses in Glasgow with accommodation provided
- To apply, note your interest to Mel McKenzie via email - melanie@archerfieldhouse.com
- Deadline for applications 30th June
- Interviews will take place w/c 3rd July

A full job description can be found on our website <https://www.archerfieldhouse.com/careers>

Company: Sea Glass Inn Ltd

Location: Cockenzie

Role: Kitchen Porter

Hours: Part-time available (16 – 20 hours per week)

Salary: £10.42 per hour

Key Tasks:

- Cleaning and sterilising countertops, kitchen walls, stoves, ovens, grills and sinks
- Cleaning the entire kitchen once it is closed to ensure it is ready for the next day
- Maintaining the food storage areas like freezers and refrigerators
- Receiving deliveries and organising them in the kitchen
- Washing dirty dishes like cutlery, pots, cutting boards and pans or loading dishes into the dishwasher
- Removing kitchen waste from waste containers and disposing of them properly
- Cleaning and maintaining cooking equipment like cookers, pots and food mixers
- Supporting the Chef in basic food preparation like cutting ingredients, peeling and washing food items
- Providing assistance to Prep Cooks and other kitchen staff, as needed

For more information, and to apply online, follow the link: [Indeed.com | Kitchen Porter](#)

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

Contact:

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

Tel: 01620 827262

Email: ELworks@eastlothian.gov.uk

