



Snippets Bulletin – 28 January 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 vacancies and add new ones in between issues, so please use this bulletin for information only.

New! TUI Retail Apprentice, TUI, Livingston Centre - https://bit.ly/2CFMGKK
New! Roads Civil Engineering Apprentice, Aecom, Edinburgh - https://bit.ly/2HwclWe New! Transportation Planning Apprentice, Aecom, Edinburgh - https://bit.ly/2MDoc9b
New! Apprentice Logistics Co-ordinator, GSI Events, Ratho - https://bit.ly/2UhqMV8 . Closing date 17 February at 10am. Applicants should have a full driver's licence.
New! Scottish Modern Apprenticeship in Civil Engineering, Mott MacDonald, Edinburgh and Glasgow - https://bit.ly/2UihUPg
New! Apprentice (Business Admin), Johnson Fuels, Whitburn - https://bit.ly/2MuaUfc Job advertised on Indeed
New! Customer Service Apprentice (Operations and Contact Centre), Royal Bank of Scotland, Edinburgh - https://bit.ly/2G1fFeW
New! Transport Apprentice Engineer, Peter Brett Associates, Tollcross, Edinburgh - https://bit.ly/2DvgfjN
New! Apprentice Assessor (Business Support Services), Capita, Edinburgh - https://bit.ly/2U6Jajx Closing date 4 February
New! Water Network Service Operator Modern Apprentice, Scottish Water, Edinburgh - https://bit.ly/2W8lWLI . Closing date 1 February.
New! Apprentice Butcher, Hugh Black and Sons, Armadale – Apply direct to shop Job advertised on Indeed.
New! Retail Customer Advisor, 3, Livingston Centre – 16 hour and 12 hour contracts available - https://bit.ly/2MqhGCC . Must have 2 years experience.
New! McDonalds has the following vacancies: <ul style="list-style-type: none">• Full-time and part-time crew members, Almondvale Avenue, Livingston• Full-time and part-time crew members, Livingston Designer Outlet• Customer care assistant, Newbridge Roundabout (30 hours)• Part-time staff member, Newbridge Roundabout• Staff member, Newbridge Roundabout (30 hours) https://bit.ly/2lRWBDT
Store Apprenticeship, Aldi – Opportunities available across the central belt, including in Livingston, Bathgate, Whitburn and Linlithgow stores. - https://bit.ly/1C4qzdS
Building Structures Apprentice Technician (Higher Apprenticeship), Arup, South Queensferry - https://bit.ly/2H1nW52 . Closing date 1 February.

Customer Consultant, The Body Shop, Livingston (8 hour contract – permanent) - https://bit.ly/2sxR5uj
Trainee Pharmacy Advisor (25 – 34 hours per week), Boots the Chemist, Broxburn - https://bit.ly/2QiyPna
Stockroom Assistant, British Heart Foundation, Livingston - https://bit.ly/2RgdriH . Closing date 1 February.
Audit and Assurance Brightstart Higher Apprenticeship, Deloitte, Edinburgh and Glasgow - https://bit.ly/2BVqCfG . Closing date 15 March 2019. Financial Advisory – Restructuring Services Brightstart Higher Apprenticeship, Deloitte, Edinburgh and Glasgow - https://bit.ly/2zOlxDD . Closing date 15 March 2019.
Customer Advisor - Shopfloor, Dobbies, Livingston (30 hours) - https://bit.ly/2Qx2yEe . Closing date 4 February. Part-time Restaurant Customer Advisor, Dobbies, Livingston (12 – 20 hours) - https://bit.ly/2FiWjBZ . Closing date 4 February. New! Part-time Commis Chef, Dobbies, Livingston (20 hours) - https://bit.ly/2sOjoVw . Closing date 20 hours.
2019 Assurance Apprenticeship Programme, EY (Ernst Young), Edinburgh and Glasgow - https://go.ey.com/2EMWQNM 2019 Tax Business Apprenticeship Programme, EY (Ernst Young), Edinburgh - https://go.ey.com/2SI4YHW 2019 Transactions Business Apprenticeship Programme, EY (Ernst Young), Edinburgh and Glasgow - https://go.ey.com/2EMvjmo
GTG Training https://bit.ly/2yQ7qjl has the following vacancies: <ul style="list-style-type: none"> • Light Vehicle Mechanic, Maiden Craig, Edinburgh • Light Vehicle Mechanic, Corstorphine, Edinburgh • Light Vehicle Mechanic, Craighentony, Edinburgh • Light Vehicle Technical Apprentice, Edinburgh City • Light Vehicle Mechanic, West Lothian (Bo'ness) • Body Repair Apprentice, East Scotland (Broxburn) • Light Vehicle Mechanic, Marchmont, Edinburgh • Warehouse and Storage Apprentice, Edinburgh (Ratho)
Her Majesty's Revenue and Customs has customer service apprenticeships at their call centre in Bathgate Apprenticeship https://bit.ly/2FCTcoy and Livingston https://bit.ly/2RRvUTI . 100 vacancies currently advertised. Closing date 3 February.
Sales Associate, The Foot Locker, Livingston Centre - https://bit.ly/2N6TZ5T
Trainee Towbar and Service Technician, Indespension Trailers, London Road, Edinburgh - https://bit.ly/2VEUC7t
Customer Service Representative, Iron Mountain, Livingston - https://bit.ly/2Nup53D
Assistant Greenkeeper, Kingsfield Golf and Leisure, Linlithgow - https://bit.ly/2QV9zyw . Applicants must have SVQ 2 or working towards it. Apply via Indeed
Leonardo in Edinburgh is currently accepting applications for their 2019 apprenticeship programmes. All have a closing date of 13 March 2019.

<p>Design Engineering Technical Apprentice - https://bit.ly/2zgHuvM. Design Engineering Graduate Apprentice - https://bit.ly/2QWiSPC. Business Apprentice - https://bit.ly/2qUFq8k. Manufacturing Apprentice - https://bit.ly/2zkYMb7. Software Engineering Graduate Apprentice - https://bit.ly/2QWiSPC. Manufacturing Technical Apprentice - https://bit.ly/2Trsp2Q.</p>
<p>Mitchells and Butler currently has the following vacancies: Closing date extended! Bar and Waiting Apprentice, Stonehouse Pizza and Carvery, Brucefield Farm, Livingston - https://bit.ly/2COGT5n. Closing date 11 March.</p>
<p>Software Engineering Graduate Level Apprenticeship, JP Morgan Chase, Glasgow - https://bit.ly/2qM4Ftd. Closing date 30 January 2019.</p>
<p>Sales Assistant, Mountain Warehouse, Livingston Designer Outlet (8 hour contract) - https://bit.ly/2ssnae</p>
<p>Oil and Gas Technical Apprentice Programme</p> <ul style="list-style-type: none"> • Electrical • Mechanical Maintenance • Process Operations • Instrumentation and Control Maintenance <p>https://bit.ly/2FAnoRj. Closing date 28 February 2019.</p>
<p>Team Member – Housekeeping, Premier Inn, Bathgate - https://bit.ly/2AFfXES</p>
<p>Remit Scotland currently has the following opportunities:</p> <ul style="list-style-type: none"> • Heavy Vehicle Apprenticeships, East Calder and Uphall • Body Repair Apprenticeships, East Calder, Broxburn and Newbridge • Vehicle Paint Apprenticeships, East Calder, Broxburn and Newbridge • Customer Service Apprenticeship, Bathgate <p>To apply, email CV to jobs@remit.co.uk, stating clearly the opportunity you are applying for.</p>
<p>Restructuring Advisory Assistant Apprentice, RSM, Edinburgh – intake August 2019 - https://bit.ly/2QnukXu. Closing date 31 January 2019.</p>
<p>Parts Apprentice, Scot JCB, Bankhead Avenue, Edinburgh - https://bit.ly/2rPkEqM. Closing date 4 April. Apprentice Engineer, Scot JCB, Bankhead Avenue, Edinburgh – https://bit.ly/2rPkEqM Closing date 15 March.</p>
<p>Scottish Power has the following opportunities at various locations:</p> <ul style="list-style-type: none"> • Engineering Pre-Apprenticeship Programme, Edinburgh College, Midlothian - https://bit.ly/2Mda9aq • Power Engineer Apprenticeship, various locations - https://bit.ly/2DdZ1qE • Project Management Apprenticeship, various locations - https://bit.ly/2MdtIEU
<p>Screwfix currently has the following vacancies: Service Assistant, Livingston (maternity cover, 16 hours, 9 months contract) - https://bit.ly/2Mnybzn. New! Service Assistant, Linlithgow (8 – 30 hours) - https://bit.ly/2CU6GZU</p>
<p>Business Admin Apprentice, Sibbald Training, Armadale - https://bit.ly/2pnFwEI</p>
<p>Apprenticeship in Technology, Sky, Livingston - https://bit.ly/2B6udqE. Closing date 4 March 2019. Apprenticeship in Contact Centre, Sky, Livingston - https://bit.ly/2UneURv. Closing date 14 March 2019.</p>

Springfield Properties PLC, Larbert is currently accepting applications for their 2019 apprenticeship programmes in site joinery, bricklaying, scaffolding, general construction, painting and decorating and taping. For more information and to download an application form please see https://bit.ly/2CQEfO2 . Closing date 31 March 2019.
Barista, Starbucks, Livingston Designer Outlet -
Trainee Butcher/Trimmer, AK Stoddarts, Broxburn - https://bit.ly/2QIAVZx
Stockroom Assistant, Ted Baker, Livingston - https://bit.ly/2QS5fAp Apply via Indeed
Kitchen Porter, Wagamama, Livingston - https://bit.ly/2MiHAe2

www.apprenticeships.scot

See below *a selection* of the opportunities currently advertised on the www.apprenticeships.scot:

New! Audio Visual Technician (Live Events), Cameron, Livingston / Edinburgh - https://bit.ly/2RSdD8d . Closing date 28 February.
New! Aftersales Customer Service Parts, Eastern Motor Group, Edinburgh - https://bit.ly/2TiltVv Closing date 21 March.
New! Building Surveyor Graduate Apprentice, Cushman and Wakefield, Edinburgh - https://bit.ly/2Hyuh88 . Closing date 16 March.
New! Systems Booking Assistant, MGA Academy of Performing Arts, Edinburgh - https://bit.ly/2ME7Gpr . Closing date 3 February.
New! Hire Desk Apprentice, Edinburgh - https://bit.ly/2DF9lIH . Closing date 28 February.
IT Support Engineer Modern Apprentice, Microsys, Newington, Edinburgh - https://bit.ly/2DDNHV3 . Closing date 31 January.
PMO Analyst, Bravura Solutions, Torphichen Street, Edinburgh - https://bit.ly/2Cuc31N . Closing date 1 February.
Marketplace Associate (Digital- Amazon), Morphsuits, Henderson Place Lane, Edinburgh - https://bit.ly/2Hrwh1M . Closing date 31 January.
Gardener / Soft Landscaper, M3 Landscapes Ltd, Livingston - https://bit.ly/2RwFuLd . Closing date 28 February.
Assistant Accountant, GVA Ltd, Fountainbridge, Edinburgh - https://bit.ly/2AQqOHj . Closing date 14 February.
Trainee Administrator, Bathgate. Training provided by Reward Training - https://bit.ly/2VJiFIC . Closing date 11 February 2019.
Admin Assistant, Speech Graphics, Lady Lawson Street, Edinburgh. Training provided by QA - https://bit.ly/2FI9emS . Closing date 31 January 2019.

Restaurant Crew Member, Barburrito, Edinburgh City Centre. Training provided by GOAL Training - https://bit.ly/2FjU3v6 . Closing date 11 February.
Accounts Assistant, Edinburgh. Training provided by Microcom - https://bit.ly/2TDIjgn Closing date 31 January.
Business and Admin Assistant, Edinburgh. Training provided by Microcom - https://bit.ly/2qtN49r . Closing date 31 January.
Business Admin Assistant, Southside Property Management, Edinburgh - https://bit.ly/2RmOnbA . Closing date 31 January.
Early Years Practitioner, Broxburn. Training provided by Carousel - https://bit.ly/2AXTgev . Closing date 28 January 2019.
Early Years Practitioner, Armadale - https://bit.ly/2RChEtl . Training provided by Carousel. Closing date 28 January 2019.
Apprentice IT Technician, Digital Orchard, York Place, Edinburgh - https://bit.ly/2SytbKm . Closing date 28 January 2019.

Jobs at Edinburgh Airport

<p>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/2RI3IXu</p> <ul style="list-style-type: none"> • New! Passenger Agent - Omniserve • New! Dispatch Agent, Ramp Services Agent and Customer Service Agent - Swissport • New! Part-time Sales Assistant – Kurt Geiger • New! General Catering Assistant – Alpha LSG Ltd • New! Kitchen Porter and Prep Chef – No 1 Lounges • New! Commis Chef / Line Chef – ABO • New! Sales Advisors – The Boy Wizard • New! Crew Mmember – Burger King • Sales Advisor – Tartan Weaving Mill • Sales Advisor – Superdrug • Various vacancies – Brora • Part-time Sales Assistant – Accessorize • Various Positions – Krispy Kreme • Part-time Customer Service Assistant – World Duty Free Group • Barista – Starbucks • Sales Advisor – Scottish Fine Gifts • Various Vacancies - WH Smith • Retail and Service Assistant - Luggage Point • Luxury Sales Assistant = MaxMara • Barista – Costa • Full-time and part-time kitchen staff – JD Wetherspoons • Full-time and part-time bar staff – JD Wetherspoons • Barista – Café Nero • Various Positions and Breakfast Chef – All Bar One
Passenger Service Agents, Jet2, Edinburgh Airport. 20 and 30 hour contracts - https://bit.ly/2VCs4MO

Civil Engineering Graduate Apprenticeship, Edinburgh Airport - <https://bit.ly/2ALxXhb>. Closing date 11 February.

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.

- Trainee Traffic Clerk, Murphy's Transport, Whitburn. See attached for further details. Closing date 1 February – see attached details.
- Operator / Assembly Worker, Glossbrook Engineering, Blackridge. See attached for further details. Closing date 1 February – see attached details.

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

The following vacancies are only open to vulnerable unemployed 16 to 29 year olds, including carers, early service leavers (armed forces), care experienced, disabled, young people with convictions and young people on an activity agreement who are not on the Work Programme, Work Choice, Specialist Employment Support, Work First Scotland or Work Able Scotland.

Stadium Support Assistant, West Lothian Youth Foundation - <https://bit.ly/2rukEg1>

Marketing Assistant, Linlithgow Community Development Trust - <https://bit.ly/2KplzG9>

Useful to Know

Miller Homes, Edinburgh accepts speculative enquiries in respect of their trade apprenticeships. Please see <https://bit.ly/2RiGJcd> for more information.

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

West Lothian Wage Subsidy

Job Title	Trainee Traffic Clerk
Company Location	Murphy's Transport Services Limited, 3 Weavers Lane, Whitburn, West Lothian, EH47 0SD
Hours / Days of work	Full Time
Rate of pay	Competitive salary which will be reviewed at 3 and 6 months within one
Job Outline	The successful candidate will be working within a sales/admin role. Candidates will be working with both customers and sub-contractors organising the transportation of various goods throughout the UK.
Experience / Qualities/ Qualifications required (Essential / Desirable) Essential	<p>A Confident, friendly and professional person who is able to answer and make outgoing phone calls. Experience is not essential however an interest in working within a telephony based sales/admin environment would be desirable. Basic knowledge of Computerised systems such as; Microsoft Office (Word/Excel/Outlook) is essential.</p> <p>The ideal candidate will be reliable with excellent timekeeping.</p> <p>16-24 year olds only - West Lothian Jobs Fund eligibility conditions apply. West Lothian Job Fund Opportunities are open to West Lothian Residents only. Applicants aged 16-18 must be unemployed, applicants 19-24 must be 3 months unemployed or have previously engaged with MCMC or GRFW.</p> <p>"The employer has claimed an exception under the Equality Act 2010"</p>
Application process	Please send CV to lisa.miller@westlothian.gov.uk (stating the position you are applying for)
Closing date	Friday 1 st of February 2019
Employer	Murphy's Transport

Job Title	Operator/Assembly Worker
Employer	Glossbrook Engineering
Location	47 Craig Street, Blackridge EH48 3AU
Hours / Days of work	7.30am-4.15pm Mon-Thursday 7.30am- 3.00pm Friday Possibility of overtime
Conditions of employment	<p>16-24 year olds only - West Lothian Steps N2 Work eligibility conditions apply.</p> <p>West Lothian Steps N2 Work opportunities are open to West Lothian Residents only.</p> <p>Applicants aged 16-18 must be unemployed, applicants 19-24 must be 3 months unemployed or have previously engaged with MCMC or GRFW.</p> <p><i>"The employer has claimed an exception under the Equality Act 2010"</i></p>
Job Outliner	<p>We are currently looking for 1 full time Operator/Assembly Worker who will be tasked with different manual jobs in a plastic injection moulding factory.</p> <p>We will offer advancement within the company depending on competence and attention to detail</p>
Experience / Qualifications required (Essential / Desirable)	The ideal candidate would have previous experience within a factory setting however this is not essential.
Personal qualities required	We are looking for someone with excellent time keeping and keen to learn new skills with the ability to work as part of a team.
Training	Full training will be given and with immediate start.
Application process	Please sent CV to lisa.miller@westlothian.gov.uk and state the job position you are applying for, otherwise you will not be considered
Closing date:	Friday 1 st February 2019