

connexions

HAVERING

# Opportunities

**Job and Apprenticeship Opportunities for  
Summer School and College Leavers' 2010**

**BULLETIN NO 5**

## BUSINESS / ADMINISTRATION

COMPANY & LOCATION	JOB TITLE	JOB DESCRIPTION	QUALIFICATIONS REQUIRED	REF. NO.
Kingston Smith Chartered Accountants Romford & City	AAT Trainees (Association of Accounting Technicians)  September 2010 Start	Training in all aspects of Accountancy including Auditing & Taxation, Financial Accounts, Business Management & Book-keeping.  Training – Association of Accounting Technicians (AAT) qualification.	2 A Levels grade B+ or equivalent and 5 GCSEs grade A-C including English & Maths at grade B+	CORE+ 5000544
UK National Audit Office  London	AAT Fast Track Scheme	Successful recruits have the opportunity to join a professional training programme and gain a qualification as a Chartered Accountant.  Training – 2 year training contract to achieve AAT (Association of Accounting Technicians) qualification.	Minimum 300 UCAS tariff points at A Level and minimum 5 GCSEs grades A-C including Maths & English.	NAO-1
HAT Group of Accountants  Central London	AAT Trainees (Association of Accounting Technicians)  August 2010 Start	Learning all practical aspects of Accountancy whilst studying the AAT qualification.  Training – AAT (Association of Accounting Technicians) qualification. Many progress to ACA qualification.	Minimum 220 UCAS tariff points at A Level and 5 GCSEs grade A-C including Maths & English.	CORE + 5000358
PKF (Accountants & Business Advisers) UK	AAT Trainees (Association of Accounting Technicians) Assurance & Advisory Department  September 2010 Start	Working both autonomously and as part of a team to deliver audit, accounting and advisory services to a range of clients.  Training – AAT (Association of Accounting Technicians) qualification. May progress to Chartered Accountancy training.	Minimum 280 UCAS tariff point at A Level.	PKF-1

**BUSINESS / ADMINISTRATION cont.**

<b>COMPANY &amp; LOCATION</b>	<b>JOB TITLE</b>	<b>JOB DESCRIPTION</b>	<b>QUALIFICATIONS REQUIRED</b>	<b>REF NO.</b>
Price Waterhouse Coopers (Assurance)  London	Headstart Programme  Autumn 2010 start	Headstart students are involved in supporting audit teams on assignments working for both large multinational organisations as well as fast-growing enterprises.  Training – To study with the Association of Certified Chartered Accountants (ACCA) to become a Chartered Accountant.	Minimum 280 UCAS points in three or more A Levels.	PWC-1
London Borough of Havering  Romford	Accountancy Apprenticeship	Assisting finance team with production of budgets, budget monitoring and closure of accounts, preparation of grant claims and statistical returns.  Training – AAT (Association Accounting Technician) qualification.	Good level of numeracy & literacy. Good oral & written communication skills.	CORE + 5000631
London Borough of Havering  Romford	Business Administration Apprenticeships	Based within either Human Resources Dept., 14-19 Team, Customer Services Dept. and the New Roads and Street Works Dept.  Training – NVQ Business Administration.	Good communication skills, able to deal with the public & telephone calls.	CORE+ 5000621 5000618 5000619 5000620

# TECHNICAL

COMPANY & LOCATION	JOB TITLE	JOB DESCRIPTION	QUALIFICATIONS REQUIRED	CORE+ NO.
Network Rail Infrastructure Ltd  Stratford & Marylebone.	Advanced Apprenticeship – Maintenance Engineering Technician	Maintenance Engineering Technicians inspect, assess and maintain Britain's rail infrastructure.  During your first year you will be living and working full time in paid-for accommodation in Gosport.  Training – NVQ Level 3 Transport Engineering and Maintenance.	Minimum 4 GCSEs grade A-C (or equivalent) including English, Maths and Science or Engineering.	CORE+ 2000277
NATS (Air Traffic Control)  National	Trainee Air Traffic Controllers	Controlling aircraft in UK airspace.  Full training is given at the college of Air Traffic Control at Bournemouth Airport.	Minimum 5 GCSEs grades A-C including English and Maths.	CORE+ 200373
Farsound Engineering  Harold Hill	Aircraft Component Manufacturer	Intensive training in a range of engineering skills. Will include Milling, Turning and machining a range of materials & components.  Training – NVQ 2/3 Engineering.	Minimum GCSE grade B+ Maths, GCSE grade C+ English plus 2 others grade C+.	CORE+ 5000624

**TECHNICAL cont.**

<b>COMPANY &amp; LOCATION</b>	<b>JOB TITLE</b>	<b>JOB DESCRIPTION</b>	<b>QUALIFICATIONS REQUIRED</b>	<b>REF. NO</b>
Engineering Construction Industry Training Board (ECITB)  Nationwide	Technician Apprenticeships	Training in the following specialism's:- Mechanical Maintenance, Electrical Maintenance, Instrument & Control Maintenance, Process Operating.  Training to NVQ Level 3.	Minimum 3 GCSEs grade A-B inc. Math's, English & Science. A practical subject like CDT an advantage.	CORE+ 2000395
Major UK Rail Signaling Company  London E1	Apprentice Signaling Installation/Testing & Maintenance.  Closing Date 4-6-2010	You will be trained to work with modern state-of-the-art electronic signaling and train control systems for urban and main-line railways. Working hands-on with experienced signaling designers, installers and testers.  Training – BTEC National Diploma in Electronic & Electrical Engineering & NVQ Level 3 in Rail Signaling Installation or Testing.	Minimum 5 GCSEs grades A-C – must include Maths, English and Science or equivalent.	SIGNAL-1
Thames Water  London	Advanced Engineering Mechanical & Electrical Apprenticeship	Working in Operations Department. Working with the latest engineering technologies and an opportunity to develop a skill set that includes mechanical, electrical and electronic maintenance. Training – 4 year Advanced Apprenticeship in Engineering.	Minimum 4 GCSEs grade A-C inc. Maths & English or equivalent.	THAMES-1

**TECHNICAL cont.**

<b>COMPANY &amp; LOCATION</b>	<b>JOB TITLE</b>	<b>JOB DESCRIPTION</b>	<b>QUALIFICATIONS REQUIRED</b>	<b>REF. NO</b>
Transport for London (TFL)  London	Advanced Apprenticeship Engineering	Apprenticeships schemes available:- Fleet Maintenance, Railway Engineering Workshop, Escalators & Pumps, NDT Technician, Track/Civil Engineering Technician, Signal Technician and CNC Machinist.  Training – 4 year apprenticeship programmed – NVQ Level 2 Performing Engineering Operations. National Certificate in Engineering.	Minimum GCSEs grade A-C inc. Maths, English & Science or equivalent.	TFL-1

# PRACTICAL

COMPANY & LOCATION	JOB TITLE	JOB DESCRIPTION	QUALIFICATIONS REQUIRED	REF. NO.
Citroen	Apprenticeship Programme  Ongoing recruitment	There are different types of Apprenticeships available e.g :- Light Vehicle Technician, Parts Operation, Body Repair, Paint & Refinishing, Service Advisor.  Training – NVQ Level 2.	Minimum 3 GCSEs grade A-C including Maths, English and Science.	CIT-1
KIA	Motor Vehicle Technician Apprenticeship	You will be trained in all skills required to become a fully qualified Automotive Technician. Can progress to a KIA Diagnostic Technician.  Training – NVQ Level 2/3 Motor Vehicle.	No set entry requirements but would prefer applicants to have 3 GCSEs grade A-C.  An aptitude test will be given.	KIA-1
Scania Trucks	Scania Technician Apprenticeship	Learning all aspects of Heavy Vehicle, Bus and Coach Mechanics.  Training – NVQ Level 2/3 Vehicle	Minimum 3 GCSEs grade A-C.	SCAN-1
S & B Commercials (Mercedes Benz UK Ltd)	Apprentice Technician – Heavy Vehicle	Working in a Commercial Vehicle Workshop learning all aspects of Heavy Vehicle Maintenance & repair.  Training – NVQ Level 2/3 Vehicle Maintenance & Repair.	Minimum 3 GCSEs grade A-C inc. Maths, English, Science & ICT.	MERC-1

**PRACTICAL**

<b>COMPANY &amp; LOCATION</b>	<b>JOB TITLE</b>	<b>JOB DESCRIPTION</b>	<b>QUALIFICATIONS REQUIRED</b>	<b>REF. NO.</b>
Carillion Construction Centre Nationwide	Construction Apprentice Closing Date 30 <sup>th</sup> June	Carillion offers apprenticeships in the main building trades of bricklaying, painting & decorating, plastering, building maintenance and general construction operations. Training – NVQ Level 2/3.	No formal qualifications needed. Interested in a career in Construction .	CAR-1
Ford Motor Company Nationwide	The Ford Masters Apprenticeship Programme	There are different types of Apprenticeships available within a Ford Dealership e.g. Car Technician, Vehicle Body Technician, Vehicle Body Paint Technician, Parts Adviser, Rapid Fit Technician. Training – 3 year apprenticeship.	Minimum 3 GCSEs grades A-C. Must have a strong interest in all things mechanical.	FORD-1
Kessler International Ltd Stratford	Screen Printing/Graphics Apprenticeship	Screen printing operations & processes and all in-house graphics and digital printing processes. Training - Advanced Apprenticeship NVQ Level 2/3.	Minimum 4 GCSEs grade A-C including Maths & English or equivalent.	CORE + 5000501
Kessler International Ltd Stratford	Plastic Processing Apprenticeship	Trained in condition setting of machines, troubleshooting and general duties in Plastics Processing Dept. Training – Advanced Apprenticeship NVQ Level 2/3	Minimum 4 GCSEs grade A-C including Maths & English or equivalent.	CORE + 5000500
Kessler International Ltd Stratford	Woodshop Apprenticeship	Trained in all aspects of CNC Wood & Plastic Machining using modern machinery & technology. Training – NVQ Level 2/3.	Minimum 4 GCSEs grade A-C including Maths & English or equivalent.	CORE + 5000499

# PRACTICAL

COMPANY & LOCATION	JOB TITLE	JOB DESCRIPTION	QUALIFICATIONS REQUIRED	REF. NO.
Kessler International Ltd Stratford	Graphics/Printing Apprenticeship	Performing duties in Graphics Dept. i.e. Printing Operations & Processes using Graphics Digital Printer & associated equipment.  Training – NVQ Level 2/3.	Minimum 4 GCSEs grade A-C including Maths & English or equivalent.	CORE + 5000576
Barratt Construction East London	Barratt Apprenticeship Programme – Bricklaying, Carpentry, Electrician, Plumber or Painting & Decorating.	The first two years involve learning a trade and achieving NVQ Level 2 through day-release to college.  In Years 3 & 4 there will be an opportunity to enter the 'Barratt Apprentice Academy' and qualify you to NVQ Level 3.	Must be prepared to commit to at least two years of training and study.	BARR-1
Uppercut Hair Group East London & Essex	Apprentice Hairdressers	Learning all aspects of Hairdressing profession consisting of many techniques of cutting, perking, colouring, highlighting, blow drying and retail sales.  Training – NVQ Level 2 Hairdressing.	No formal qualifications required. Must have a keen interest in Hairdressing.	UPCUT-1
Toni & Guy Central & West London	Apprentices Hairdressers	Learning all aspects of Hairdressing profession. Working 4 days a week in salon & 1 day a week in the Toni & Guy International Training Company.  Training – NVQ Level 2 Hairdressing.	No formal qualifications required.	CORE+ 2000403
Regis UK Ltd – T/A Sassoon London	Apprentice Hairdressers  Closing Date 1 <sup>st</sup> June. July 2010 start	Learning all aspects of Hairdressing profession consisting of shampooing, blow drying, cutting, colouring and styling.  Training – NVQ Level 2/3 Hairdressing.	No formal qualifications required. Must show a commitment to a career in Hairdressing, enthusiasm and a willingness to learn.	SASS-1

# PRACTICAL

COMPANY & LOCATION	JOB TITLE	JOB DESCRIPTION	QUALIFICATIONS REQUIRED	REF NO.
London Borough of Havering  Romford	Health & Social Care Apprenticeship	Assisting service user with personal care e.g. general washing, toileting and dressing. Providing assistance with medication. Providing assistance with shopping.  Training – NVQ 2 Health & Social Care.	Good communication skills, able to deal professionally with the public and on telephone.	CORE+ 5000628
Engineering Construction Industry Training Board (ECITB)	Craft Apprenticeships	As a Craft Apprentice you will train in the following specialism: - Steel Erecting, Pipefitting, Plating, Mechanical Fitting, Welding, Electro-Technical (Installation).  Training – NVQ Level 3	Minimum 3 GCSEs Grade A-C inc. English, Math's & Science or Technology.	CORE+ 2000394
John Laing Training Ltd  Essex	Construction Apprenticeships	Initial 3 week induction held at training centre in Harlow followed by a placement with an employer to learn either Carpentry, Bricklaying or Painting & Decorating.  Training - NVQ 2 Carpentry, Bricklaying or Decorating.	Must be aged 16-18. No formal qualifications needed. Will need to pass an assessment test.	CORE + 5000603
Thomson Holidays  Brentwood, Basildon & Dagenham.	Travel Apprenticeships	Learning to become a Travel Adviser within a local Travel Agency. Selling holidays and offering excellent customer service.  Apprenticeship in Travel & Tourism Services.	Ideally GCSEs grade A-C inc. Maths & English.  Will need to pass assessment test.	TUI-1

**PRACTICAL cont:-**

COMPANY & LOCATION	JOB TITLE	JOB DESCRIPTION	QUALIFICATIONS REQUIRED	REF NO.
Maritime London	Officer Cadet Cadetships	<p><b>Deck Officers</b> – will qualify as a Watch keeping Officer, holding a Maritime &amp; Coastguard Agency Certificate of Competency, an NVQ level 3 in Merchant Vessel Operations and an HND in Nautical Science.</p> <p><b>Engineering Officers</b> – will qualify as a Watch keeping Officer, holding a Maritime and Coastguard Agency Certificate of Competency, an NVQ 3 in Merchant Vessel Engineering and an HND in Marine Engineering.</p>	Minimum 5 GCSEs grade A-C inc. English Language, Mathematics, Physics (or dual award science) + two other academic subjects (e.g. French, Biology etc).	MARL-1
Toyota Academy  Nationwide	Apprentice Vehicle Technicians  Closing Date 1 <sup>st</sup> September	<p>Successful applicants will be employed by one of the many Toyota Retail Centers located around the UK.</p> <p>You will be trained to carry out a wide variety of tasks from routine maintenance to a full overhaul using the latest diagnostic equipment and Motor Vehicle Technology.</p> <p>Training – NVQ Level 2/3 in Vehicle Maintenance and Repair.</p>	Ideally GCSE grade A-C inc. Maths, English and Science although this is not mandatory.	TOY-1

**PRACTICAL cont:-**

<b>COMPANY &amp; LOCATION</b>	<b>JOB TITLE</b>	<b>JOB DESCRIPTION</b>	<b>QUALIFICATIONS REQUIRED</b>	<b>REF NO.</b>
Thomas Cook Ltd Romford, Lakeside	Apprentice Travel Consultants  Closing Date 31 <sup>st</sup> July	Exciting opportunity for customer focused candidates to build a career in retail travel. Engaging with customers to help them find the holiday of their dreams.  Training – 2 year apprenticeship in Travel & Tourism Services.	No formal qualifications needed. Should have good IT and Customer Service skills.	TCOOK-1
Capital Goldtrowel Romford	Plastering Apprenticeships	2 year training programme to learn the Plastering Trade i.e. Rendering, Screeding, Dry-Lining & Fibrous Plastering. Training–NVQ Level 2 Plastering + Key Skills 1 & 2	No formal qualifications needed. Will need to pass an assessment test.	CORE+ 5000633

# RETAIL MANAGEMENT

COMPANY & LOCATION	JOB TITLE	JOB DESCRIPTION	QUALIFICATIONS REQUIRED	REF NO.
M & S  Nationwide	Trainee Management Programmed  Closing Date – 7 <sup>th</sup> June 2010	2 year Trainee Management programme – gaining a solid foundation in retail management with an aim to become a section manager by the end of the year.  Fast Track training to a Commercial Manager role.	Minimum 2 A Levels (or equivalent).  Desire to make most of every sales opportunity that comes along.	M&S-1
Costa Coffee  Upminster (some other locations available)	Assistant Manager Trainees	Assistant Managers are dedicated to making the customer experience as best as it can be. Offering excellent customer service – making & serving refreshments and day-to-day management.  Training – Full training given.	No formal qualifications needed. Personal qualities more important. Some sales experience an advantage.	CORE+ 5000632