

Vacancies - Reducing BAME Employment Gap

Week Commencing 28th June 2021



The Kickstart Scheme is a 6 month paid job placements for 16 to 24 year olds on Universal Credit who are at risk of long term unemployment. Work with a local employer, funded by the Government. It provides a fully funded opportunity for young people to gain experience of working in some of Britain's most exciting companies.

The placements are available enabling you to learn new skills and acquire a sound knowledge of the company, working 25 hours per week, 6 months paid at National Minimum Wage, learn new skills, variety of opportunities with lots of employers available.

Interested in a Kickstart Placement:

- Please contact your DWP Workcoach for more information about the Kickstart placements available.



Journal Message Black and minority ethnic (BAME) candidates are encouraged to apply for a Kickstart Placement - The Kickstart Scheme is a 6 month paid job placements for 16 to 24 year olds on Universal Credit who are at risk of long term unemployment. with a local employer, funded by the Government. It provides a fully funded opportunity for young people to gain experience of working in some of Britain's most exciting companies. The placements are available enabling you to learn new skills and acquire a sound knowledge of the company, working 25 hours per week, 6 months paid at National Minimum Wage, learn new skills, variety of opportunities with lots of employers available.

Interested in a Kickstart Placement:

- Please contact your DWP Workcoach for more information about the Kickstart placements available.



Business Contract Administrator

Sword Security is a global leader in Crowd Management and Event sector. We are looking employ a Business Contact Administrator to build existing and new client business and, contacts within Cardiff. The Role will be predominantly Office based looking at reaching out to potential new clients who would be interested in the security services we supply. As well as dealing with existing customer queries. Daily duties will also consist of using internal computer systems, to input and extract information. Responsibilities will be tasked via the Regional Manager and Operational Manager, in line with the job title of new business but also include administrative tasks. There will also be opportunities to experience meetings and site visits, with The Regional Manager.

Skills Required:

Good communication both verbal and written. Experience working in an office environment. Proficient in the use of Microsoft Word, Excel and PowerPoint. Good knowledge of the Internet and Social media. Motivated and enthusiastic. Organised and has excellent customer focused skills. Able to complete research to complete assigned tasks.

Additional Employability Support offered by the employer

The candidate will receive full training on internal systems, until they feel confident to perform any task required. The Area Manager will be their mentor and is qualified to Mentor through the Police Superintendent Scheme. A detailed plan will be drawn up at the start of the employment looking at what skills they would like to develop. This will ensure we provide a bespoke plan to make sure they are given the opportunities, experiences and skills they require. We will also look at developing their CV and Interview techniques, to better prepared them to reach their future goals. The Operational manager will also provide guidance and experience of their role, so they get a wide variety experience. Regular one to ones will be key to making sure we explore all opportunities for the candidate. We have a flexible approach to achieving set objectives, to ensure the experience is candidate focused. We will look to give the training/skills they feel will help them succeed, utilising our in-house training that will assist the candidate.

Closing Date 7/07/2021

Please quote Post Code Search CF11 9LJ

To apply Please contact your DWP Workcoach



As explained in the job adverts Kickstart provides 6 month placements for those aged 18-24 who currently receive universal credit. Applicants must have a referral for these roles from their Department of Work and Pensions WorkCoach.

All job adverts have been translated into Urdu, Arabic, Somali and Bangladeshi, these can be accessed by clicking on the Available Documents button.

[Kickstart Business Support Assistant](#)

[Kickstart Finance Administration Support](#)

[Kickstart HR Administration Assistant](#)

[Kickstart Maintenance Support Assistant](#)

[Kickstart Trainee ICT Assistant](#)

Post Code Search CF24 5LQ

To apply Please contact your DWP Workcoach

Closing Date: Monday 05 July 2021



Cardiff Council



Kickstart jobs with
Cardiff Council 8th J

Please quote relevant Post Code applicable to the attached Kickstart Vacancy.
To apply Please contact your DWP Workcoach



Modest Trends

Modest Trends is always on the lookout for new and upcoming brands! The UK is the leader in Modest Fashion. From Instagram to YouTube, UK influencers have always led the way in Modest Fashion.

We love creativity and designs that are affordable, practical and stylish. We are especially interested in brands that cater for British Muslims.



All positions: Home working:

- Sales Representative
- Website Developer
- Social Media Co-ordinator
- Project Co-ordinator
- Operations and Logistics Co-ordinator
- Content Creator/Photographer

Closing Date - 9/07/2021

Please quote Post Code Search CF11 9LJ

To apply Please contact your DWP Workcoach



In partnership with:



**LEARNING
FOR LIFE™**
DIAGEO



Digital Bartending & Hospitality Course

- ▶ LEARN NEW SKILLS AND GAIN QUALIFICATIONS
- ▶ LAUNCH YOUR CAREER IN HOSPITALITY / CUSTOMER SERVICE
- ▶ FREE OF CHARGE, SAFE AND ACCESSIBLE TO ALL

Are you aged between 18 and 30, unemployed and keen to get a job in bartending or hospitality?

LAUNCH YOUR CAREER WITH THIS FANTASTIC 6-WEEK COURSE

The course includes:

- Careers advice, CV and interview preparation skills
- Confidence, communication, teamwork and resilience **online workshops**
- **Modules** in Covid awareness, planning, self development and mindfulness
- **Online masterclasses** in spirits, cocktails, beer and wine
- Live inspirational **guest speaker presentations**
- **12 months of support** and assistance with work/interview clothing provided
- **Gain industry qualifications including:** Certificate for Personal Licence Holders, Level 2 Food Safety, WorldHost: Principles of Customer Service
- **50+ online training modules** covering a range of customer focused subjects

This course is designed to help you overcome barriers which are holding you back from getting into work and will assist you to establish a fantastic career in a booming post-Covid sector.

REGISTER NOW: [SPRINGBOARD.UK.NET/DIAGEOBHC](https://springboard.uk.net/diageobhc)

Hospitality course for 18 – 30 year olds. If you have any queries or require further information, please contact your DWP Workcoach



Communities For Work with Newport City Council

Communities for Work 1 X FTE Economic Inactivity Worker – Central Hub

Grade 5 £21,589 – £23,836 Fixed term until June 2022 –

[C4W - Economic Inactivity Worker - Central Hub](#)

Post No. SH0058.3 Communities for Work – Economic Inactivity Worker – Central Hub

Communities for Work (CFW), is a Welsh Government programme tackling poverty through sustainable employment providing intensive employment mentoring and support. CFW is supported by EU funds and is a high profile nation...[\[more details\]](#);

Job type: General **Search band value:** Annual - £20,000 to £29,999 (Pro rata)

Job reference:NCC6984 **Application closing date:**08/07/2021

Package: Full Time, Fixed Term to 30 June 2022

[C4W - Economic Inactivity Worker - Central Hub NCC6984Job profile](#)

[C4W - Economic Inactivity Worker - Central Hub NCC6984:Send to a friend](#)

[C4W - Economic Inactivity Worker - Central Hub NCC6984:Apply online](#)



Newport City Council. Regeneration, Investment & Housing North & West HUB - 2 X FTE Community Development Worker
Grade 6 £ 25,543 - £ 28,365 (fixed term until 31st March 2022)



Newport County
Council.docx

Various Vacancies



Location	Employer	Link
Cardiff	Tesco	<u>Customer Assistant</u>
Cardiff	Cardiff Council	<u>RECOVERY ASSISTANT POSTS x 2</u>
Newton	ASDA	<u>Store Assistant - Days</u>
Cardiff	Iceland	<u>Retail Assistant (16 hours/week) - The Food Warehouse</u>
Cardiff	Cardiff Council	<u>DAY SERVICE SUPPORT WORKER x 4</u>
Cardiff	Iceland	<u>Retail Assistant - Online Picking - The Food Warehouse</u>
Bridgend	Tesco	<u>Customer Assistant</u>
Bridgend	Bridgend County Borough Council	<u>Special Support Officer</u>
Cardiff	Cardiff Council	<u>PRS HOUSING SOLUTIONS OFFICER</u>
Bridgend	Bridgend County Borough Council	<u>Green Spaces Contracts Officer</u>
Bridgend	South Wales Police	<u>Casual Worker</u>
Bridgend	Cwm Taf Morgannwg University Health Board	<u>Medical Records Clerk - POW</u>
Bridgend	Cwm Taf Morgannwg University Health Board	<u>Rotational Pharmacy Assistant</u>
Bridgend	South Wales Police	<u>Tenprint Technican</u>
Bridgend	Tesco	<u>Replenishment Customer Assistant</u>
Porthcawl	Cwm Taf Morgannwg University Health Board	<u>Caretaker/Cleaner</u>
Cardiff	Cardiff Council	<u>HOUSING OPTIONS OFFICER (HOUSING SUPPORT)</u>
Cardiff	Cardiff Council	<u>PRS HOUSING SOLUTIONS OFFICER</u>
Bridgend	Royal Mail Group	<u>Postal Apprentice</u>
Cardiff	ASDA	<u>Online Service Colleague - Days</u>
Cardiff	Cardiff Council	<u>PRS HOUSING SOLUTIONS OFFICER</u>
Bridgend	Cwm Taf Morgannwg University Health Board	<u>Medical Records Clerk - POW</u>
Cardiff	Cardiff Council	<u>PRS HOUSING SOLUTIONS OFFICER</u>



We are Pobl. We work together as a team. We have great ideas, masses of experience and a huge passion for delivering a difference in people's lives.

[careers/our-jobs](#)



Vacancies available

Cardiff
Bridgend
Monmouthshire
Merthyr Tydfil
Newport
Blaenau Gwent
Rhondda Cynon Taff
Torfaen
Caerphilly



[POBL - job-mail-alert](#)



Fareshare Cymru - 4 Voluntary Work Experience Multi Drop Van Drivers placements for 30 hours for 8 weeks. Requirements - Over 25 with full driving licence fewer than 6 points.

Location: From Cardiff Depot Fareshare Cymru Unit S5, Capital Business Park, Cardiff, CF3 2PU

Hours: 4 days @ 7.5 hours

To apply Please contact your DWP Workcoach



EYST is recruiting a Mentoring Project Officer for the Equal Power, Equal Voice Project



Mentoring Project Officer JD May 21 EY



EYST Application Form.doc



EYST Mentoring Project Officer JD.dc



Total Security Services Vacancies - [TSS Careers](#)



Cardiff Millennium Centre Vacancies

We're a fun, vibrant and exciting organisation to work for.

So, whether you're building stage sets for our productions, creating content for our digital platforms, finding IT solutions, keeping customers happy front of house or working with local community groups - there's plenty of opportunities for an exciting and fulfilling career here.

All of the details are on their website including role profile, application form & closing date

To apply - [Latest vacancies | Wales Millennium Centre \(wmc.org.uk\)](https://wmc.org.uk)



Bilingual Digital
Officer June 21 Over



Designer Role
Profile June 2021 ov



Event Security
Commissionaire (Bili



Casual Head
Dresser RP Overview



Casual Stage
Technician - Eng - 2



Customer
Assistants 2021 - En



All Wales Public Service Graduate Programme - Gwasanaeth Cyhoeddus Cymru Gyfan: Rhaglen i Raddedigion



All Wales Public
Service.docx



**Gwasanaeth Tân ac Achub
De Cymru**
South Wales
Fire and Rescue Service



Fire Authorities - Vacancies

[South Wales Vacancies](#)



Newport Bus Vacancies

With over 30 Driving Vacancies available. Newport Bus welcome all applicants and are eager to support:

- Refugees; Asylum Seekers; Previously Homeless; ESOL Customers; Victims of Domestic Violence; Mental/Physical health conditions (Where reasonable adjustments can be made); BAME

Please see attached: Additional Information/How to Apply:



Newport Bus.docx

Local Authorities Vacancies

[Newport City Council](#)

[Rhondda Cynon Taf County Borough Council](#)

[Bridgend Borough Council](#)

[Caerphilly County Borough Council](#)

[Merthyr Tydfil County Borough Council](#)

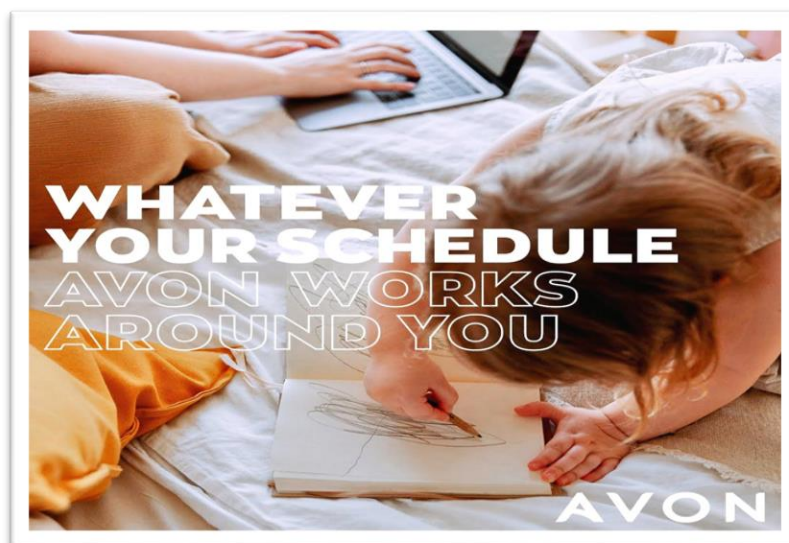
[Monmouthshire County Council](#)

[Torfaen County Borough Council](#)



Head of Service

charityjobfinder.co.uk/company/Home4U



Are you a beauty fan? Do you have customer service or retail experience?

Avon will provide you with all the tools and training you need, to run your own beauty retail business online or offline. All you need is a mobile phone and the right attitude.

If you think you've got what it takes, contact michelle.wilmott@avon.com Tel 07734 878393 and find out more here - <https://www.shopwithmyrep.co.uk/become-a-representative/>



[NHS Wales Vacancies](#)



Finance Administrator (Fixed term contract 6 months) vacancy our website.

Job can be found here and has been translated into Urdu, Somali, Bangladeshi and Arabic. Click on documents available button to access translations [CCHA Recruitment](#)



Blue Arrow are currently recruiting for Warehouse Pickers for Tesco Distribution Centre in Magor



Bluearrow.docx



Pencampwr Datblygu
Development Champion

Gwent Police Vacancies

Gwent Police are particularly keen to receive applications from people that have a Black, Asian or other ethnic minority background (including non-visible ethnic minorities). We are also particularly interested in applications from people who identify as LGBT+ and disabled.

[Project Support Officer - Police Jobs Wales \(tal.net\)](#)

Post: Project Support Officer (part time) - Salary: £23,817 - £26,016 pro rata

Hours per week: 25 hours – Location: Police HQ, Croesyceiliog

[Project Manager - Police Jobs Wales \(tal.net\)](#)

Post: Project Manager - Salary: £32,673-£34,578

Hours per week: 37 Hours - Location: Police HQ, Croesyceiliog

[HR Business Partner - Police Jobs Wales \(tal.net\)](#)

Post: HR Business Partner - Salary: £35,484 - £38,376

Hours per week: 37 Hours - Location: Vantage Point, Cwmbran

Closing Date: 02/07/21 @1PM



Teaching Assistants and Learning Support Assistants across Cardiff

[Teaching Assistants - Cardiff](#)

Teaching Assistant Vacancy – Mountain Ash

[Teaching Assistant - Mountain Ash](#)

Learning Support Assistants – Newport & Torfaen & Monmouthshire Areas

[Learning Support Assistants](#) – Newport - [Learning Support Assistants](#) – Torfaen

Newport, Torfaen & Monmouthshire Areas only - The role of the TA/LSA would be working (Mainstream schools - mainly primary) 1:1 or with small groups of children. Pay Rate- £61.25 day/working hours 8:30 – 15:30. Applicants would need a minimum of 3 months working with children or a child base qualification. We would also accept candidates with transferrable skills such as Carers/Sports Coaches/Dance Teachers etc. I would be able to offer ad-hoc or long term roles, whichever suites best. Candidates can contact me direct: Garth.noot@new-directions.co.uk

What makes New Directions Education different? With two decades of experience, and registering over 250,000 jobs in schools, colleges and universities each year, we are committed to finding education staff the right job, the first time. The benefits of working with us include:



Guaranteed payment scheme



FREE continuous professional development for candidates



Competitive rates of pay



Industry events and conferences

[See All Job Vacancies](#)

Register online, add your CV, and start looking for tailored vacancies in your area

[Register online](#)



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Caerdydd a'r Fro
Cardiff and Vale
University Health Board



Cardiff and Vale University Health Board Vacancies

We are a teaching health board with close links to Cardiff University. The University boasts a high profile teaching, research and development role within the UK and abroad. Together we are training the next generation of medical professionals

We have vacancies in the following sectors

Nursing & Midwifery; Medical & Dental; Allied Health Professionals; Health Science Services; Support Services & Administrative Services



[Cardiff & Vale University Health Board Vacancies](#)



Adecco for Amazon recruiting for Warehouse Operatives in Newport; Bristol & Port Talbot.

Adecco, the sole supplier of vacancies at **Amazon** are supporting Amazon to fulfil supplies to local communities. Warehouse Operatives are at the heart of what Amazon does.

From the moment an order is placed to the moment it is in the customer's hands - it will be your job to receive, pick, pack, sort and ship parcels. You'll be expected to work to the highest standards to make sure Amazon exceeds customer expectations.

Tasks may include:

- Efficiently and effectively receiving & sorting goods into relevant post codes following Amazon's internal processes and procedures and using radio frequency (RF) scanners
- Pick our customer orders ensuring a high level of quality and productivity
- Accurately pick and sort our customer orders to ensure we meet customers' high expectations
- Accurately staging, feeding the lines & resorting mis-sorts
- Accurately read instructions from a scanner
- Consistently achieve Minimum Acceptable Performance Standard (MAPS) set for your department
- Adhere to strict safety, quality and production standards

Health and safety are a top priority with all of Amazon's roles and sites. Our client continues to consult with medical and health experts, and take all recommended precautions in buildings and stores to keep people healthy. Our client has taken measures to promote social distancing in the workplace and taken on enhanced and frequent cleaning, to name just a few.



Margam (Port Talbot) - [How to Apply](#)

Newport - [How to Apply](#)

Avonmouth, Bristol - [DBS2 - How to Apply](#) & [SBS2 - How to Apply](#)