

Vacancies - Reducing Black, Asian and Minority Ethnic Employment Gap

Week Commencing 2nd August 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, Asian and minority Ethnic 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.



Meet the Employer

Modest Trends Kickstart Vacancies - customers are invited to come along to Alexandra House Jobcentre to Meet the Employer on a 1-2-1 Face to Face session to find out more about their Kickstart Vacancies giving you the opportunity to find out if working for Modest Trends is for you

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

If you are interested in meeting the employer to find out if working for Modest Trends is for you. Please contact your DWP Workcoach

Please quote Post Code Search CF11 9LJ



Sword Security, Cardiff, (Business Contract Administrator) CF11 9LJ will be holding a Meet The Employer interviews or an informal chat on a one-to-one face-to-face basis. In Queen Street, Cardiff Jobcentre on Friday 6th August between 12.00 – 3.30pm.

Interviews or a chat with the employer will be 15 minutes long and informal.

To register please contact your DWP Workcoach

Business Contract Administrator - Kickstart Vacancy

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.



Employer Prospectus and Video - [Kickstart Employer Prospectus \(link is external\)](#)

this new product is available on GOV.UK and the Stakeholder Toolkit area of Jobhelp. The prospectus: is aimed at all employers who haven't heard of the Kickstart scheme or know very little about it. It attempts to draw employers in by explaining briefly what Kickstart is, the benefits the scheme can bring to their business, what to expect during the application process, an opportunity to hear from those involved in the scheme, some FAQs, links to GOV.UK pages and an email address to contact if their questions have not been answered in the FAQs. The information is very surface level, it does not attempt to give in-depth information about the scheme. GOV.UK is there to help them with that. This prospectus is **not** for those employers already involved in the scheme or who are going through the application process. A [new video \(link is external\)](#) is also available for employers which walks through the application process.

Transform Your Life with School of Hardnocks informal - 1-2-1/Face2Face chat

Don't miss out... Come along and meet the School of Hardnocks at Alexandra House Jobcentre to have an informal about their forthcoming in person Transform Your Life course to find if the course is for you.

Wednesday 25th August 10.30am - 2:00pm
To register please contact your DWP Workcoach



TRANSFORM YOUR LIFE WITH SCHOOL OF HARD KNOCKS

1-to-1 Mentoring
Fitness Sessions
Employment Opportunities
Lunch Provided!
Male or Non-Binary Participants

14TH SEPTEMBER - 5TH NOVEMBER
EVERY TUESDAY & WEDNESDAY
9:45AM - 2:30PM
RUMNEY RFC



School of Hardnocks SOHK in person courses

Rumney RFC, Hartland Road,
Riverside Park, Llanrumney, Cardiff,
CF44JL

SOHK in person Transform Your Life with School of Hardnocks courses -

The courses are open to anyone wanting to get into employment, training or education or for individuals looking for support with their wellbeing.

Male or Non-Binary Participants

14th September - 5th November
Every Tuesday & Wednesday from
9:45am to 2:30pm



Rumney 2021, In person course M.pdf

Female or Non-Binary Participants

16th September – 5th November
Every Thursday & Friday. 9.45am –
2.30pm



Rumney 2021, In person Course F.pdf



TRANSFORM YOUR LIFE WITH SCHOOL OF HARD KNOCKS

1-to-1 Mentoring
Fitness Sessions
Employment Opportunities
Lunch Provided!
Female or Non-Binary Participants

16TH SEPTEMBER - 5TH NOVEMBER
EVERY THURSDAY & FRIDAY
9:45AM - 2:30PM
RUMNEY RFC



To Register please contact your DWP Workcoach

Or to find out more email SOHK Team
Adam@schoolofhardknocks.org.uk
Shaunni@schoolofhardknocks.org.uk



**Seren Healthcare Solutions –
Experienced Domiciliary Healthcare
Assistants – Newport or Bristol
Driving Licence Required**



Job
Description.docx



JOB DESCRIPTION
UPDATED.doc

To Apply please contact -
carecoordinator@serenhealthcaresolutions.co.uk



Welsh Graduate Programme South Wales
Data/AI Fast Track Graduate Programme 2022

Salary: £19,500

Contract Type: 8 month FTC

15 places available

Here's the ad link & brochure [Data/AI Fast Track Graduate Programme 2022 – Buzzwales](#)



**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 Workcoach

Various Vacancies



Location	Employer	Link
Tonypandy	Home Bargains	<u>Store Team Member</u>
Pencoed	Starbucks	<u>Full time Barista</u>
Cardiff	Tesco	<u>Customer Assistant Petrol Filling Station</u>
Bridgend	Amazon	<u>Amazon Warehouse Operative- Swansea- Part Time</u>
Bridgend	Amazon	<u>Warehouse Operative Amazon – Kenfig</u>
Barry	Tesco	<u>Customer Assistant - Express</u>
Tonypandy	Domino's Pizza	<u>Domino's Tonypandy In Store Crew Member</u>
Bridgend	Mitie	<u>Operatives - LTS</u>
Cardiff	Amazon	<u>Warehouse Operative Amazon - Bristol</u>
Cardiff	Premier Inn	<u>Team Member - Night Reception</u>
Cardiff	Tesco	<u>Customer Assistant Petrol Filling Station</u>
Penarth	Tesco	<u>Immediate Start - Customer Assistant</u>
Cardiff	Dwr Cymru Cyfyngedig Welsh Water PLC	<u>Relief Security Officer</u>
Cardiff	G4S	<u>Security Officer</u>
Cardiff	ASDA	<u>Security</u>
Newport	Iceland	<u>Cleaner</u>
Newport	McDonalds	<u>Fulltime Staff Member</u>
Newport	RF Brookes, 2 Sisters Food Group	<u>Skilled Machine Operator</u>
Cardiff	Mitie	<u>Relief Security Officer</u>
Cardiff	McDonalds	<u>Cardiff Culverhouse Cross Part Time Customer Care Assistant</u>
Cardiff	McDonalds	<u>Cardiff St Mary's Street Part Time Evening Crew Member</u>
Cardiff	ASDA	<u>Post Office Assistant</u>
Cardiff	University of South Wales	<u>Resources Administrator</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](#)



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); Black, Asian and Ethnic Minority. Please see attached: Additional Information/How to Apply:



Newport Bus.docx



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.



Customer Relations
Supervisor (Bilingua



Producer - Creative
Learning Overview.c



Stage Technician -
overview.docx



IT Helpdesk
Engineer Overview.c

- Bilingual Customer Relations Supervisor (Full-time permanent)
- Producer – Creative Learning (FTC 12 months)
- Stage Technician (TBC)
- IT Helpdesk Engineer (Part-time FTC 12 months)

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://www.wmc.org.uk)

Security Officers

£20,193 - £24,060
(Team Support)

Closing: 08 August 2021



Senedd Cymru Welsh Parliament Security Officers Recruitment .

- Security Officers
- £20,193 - £24,060
- Cardiff Bay

Do you have first class customer service skills? Could you provide a warm welcome to the visitors of the Senedd whilst maintaining safety at all times?

We are recruiting for Security Officers to join our team! If you are alert, attentive and can remain calm in a difficult situation, we would like to hear from you!

Here at the Senedd we are committed to the training of our people and we have recently achieved the Investors in People Platinum award!

Apply today!

<https://jobs.senedd.wales/>
Security Officers Information Pack



SC-006-21_JD_EN_
WC.pdf

Staffline

Staffline Recruitment



Staffline job
vacancies.docx



Food Standards Agency Vacancy

Senior Incidents Manager/ Uwch Reolwr
Digwyddiadau



Gwent Police Recruitment

PPU Administrator Gwent Police Headquarters
Salary £19,452 - £20,706 pro rata
Hours per week 33
PPU Administrator - Police Jobs Wales (tal.net)

Intelligence Analyst Gwent Police Headquarters
Salary £29,793 - £31,725
Hours per Week 37
Intelligence Analyst - Police Jobs Wales (tal.net)

Performance Analyst Gwent Police Headquarters
Salary £29,793 - £31,725
Hours per Week 37

Performance Analyst - Police Jobs Wales (tal.net)



Pobl Trust Co-Ordinator

Location; Working from home during Covid – office based in Newport once the pandemic ends.

Part time role: 18.5 hours.

Closing Date: 13 Aug 2021

Salary: £20,067 (0.5 pro rata FTE)

<https://www.poblgroup.co.uk/careers/our-jobs/?job=502993>



The CCHA Repairs Team are undergoing a major reshaping. I joined CCHA in April this year as the Head of Repairs Transformation and already we are seeing a difference to the delivery of the repairs services to our tenants. In April 2020 we set up our own in-house trade team which covers Reactive Repairs and Fire Safety Works called the M-Team. The growth of the M-Team and the requirement to ensure we are providing Value for Money to our tenants is top of my agenda.

To do this we are growing our team gradually, with the first growth being the Major Works Team as part of the M-Team. The Major Works Team will be responsible for repairs works which fall outside of day to day repairs/maintenance and require the skills of truly excellent people to carry out a range of works which include: Grounds Works; Masonry; Fencing repairs; Kitchen and Bathroom replacements; Large scale decoration internally and externally to properties and much more!

The team will be a great opportunity to show that we can save money, deliver quality work and satisfy our tenants with a great service. I'm looking for the best in the sector and the roles available are:

Major Works Supervisor – Someone that is confident to manage large scale works and give me the assurance I need that we are compliant, safe and doing what is best.

- X2 Major Works Multi-Trade Operatives – Highly skilled operatives who are skilled and able to put things right in the right way.
- X2 Painter and Decorators – Decorators who are willing to go that extra mile to deliver a great service, but with clear passion about the quality of their work.

Attached is more information about the roles.



Annwyl
Ymgeiswyr.docx



Arabic.docx



Bengali.docx



Somali.docx



Urdu.docx



Major Works.pdf



Painter and
Decorator.pdf



Multi-Trade.pdf

If you think this is something you'd like to be part of then please get in touch on 07971648132. The link to apply is : <https://ccha.org.uk/join-our-team/>

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](#)



ELUSEN AMBIWLANS AWYR CYMRU
WALES AIR AMBULANCE CHARITY



Wales Air Ambulance are looking for Retail Assistant volunteers at their stores on Churchill Way and Merthyr Road. Open to all ages [click here for info](#)

To apply Please contact your DWP Workcoach



[NHS Wales 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](#)



Avara Foods are currently looking for 3 Engineering Apprentices at their Abergavenny site.

The apprenticeship is a 4-year multi-skilled, modern apprenticeship working towards a Level 3 Engineering qualification and will be delivered by Coleg Gwent, with a September 2021 start.

The Minimum qualifications are 5 GCSE's grade C or above including: Maths, English and a science is desirable. Ideally having attended the 1st year at college in related Engineering discipline is desirable

Please see attached full job description.



Level 3 Engineering
Apprentice - Abergavenny

Any questions regarding this role or to apply, please email earlycareers@avarafoods.co.uk



Tenancy Engagement Officer

We have an exciting opportunity I was hoping you could share with your network please. The role can be found via the link below. The closing date is 4/8/2021

Location: Cardiff

Salary: £29,938.82

Closing Date: Wednesday 04 August 2021

[Vacancy](#)



WE ARE RECRUITING CLASS 1 AND 2 HGV DRIVERS!

DRIVE YOUR CAREER FORWARD WITH FLEXIBLE OPPORTUNITIES THAT OFFER REGULAR WORK, CLOSE TO HOME, AND THE CHANCE TO DO SOMETHING THAT MATTERS



Average salary
£23k - £34k
depending on
experience

CAT C OR C+E LICENSE REQUIRED

TO APPLY CONTACT OUR DRIVER
RECRUITMENT SPECIALIST

 uk.driverjobs@veolia.com

 07553 137 799

veolia.co.uk/careers





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](#)



Google Career Certificates - Free Scholarship Programme

Google has partnered with DWP to offer free flexible online IT training for 9,000 jobseekers across the UK, developed by Google.

Expectation is for a learner to complete one course by 15 December 2021
Learners are not limited to a single course they can complete as many as they wish.
Learners will need access to a Laptop or tablet device with Internet
IT Cert worth £300 but free for over 9000 Job seekers.

The average time to complete a course:

Data Analytics - 4 weeks to complete

Project Management - 3 weeks to complete

UX Design - 5 weeks to complete

IT Support - 3 weeks to complete

To register: <https://c4b-integration.com/dwp>

For further information - please contact your DWP Workcoach

Interested in Google Career Certificates - Free Scholarship Programme