

## Vacancies - Reducing Black, Asian Ethnic Minority Employment Gap

Week Commencing 18th October 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.

**KICKSTART**  
SCHEME

gov.uk/kickstart



## Love Your Gateway Day

### Kickstart - Vacancies

Alexandra House Jobcentreplus, 377 Cowbridge Road, Canton, Cardiff

Wednesday 27th October 2021 - Between 10.00-am 2.00pm

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

Please dress smart casual and bring a CV to the interview

Photodrome  
Assistant Photographer



Rhino Fire and Security  
Trainee Engineer



Route Media  
Campaign Assistant & Sales  
Admin Assistant

**ROUTE**

Severn Bay Corporate  
Junior Account Handler



Cottrell Park  
Assistant Golf Green Keeper,  
Sales coordinator & Trainee chef



Cleaners Got Talent  
Cleaner



*Cleaners Got Talent*

We are slant  
Accounting Assistant



Slizza  
Team Member



To book an interview—Please contact your DWP Workcoach



Overt Security are recruiting: Door Supervisors, SIA Security Officers, Static Guarding etc

Overt provides security services to many diverse sectors and industries across South Wales & West, ranging from Hospitality & Leisure, Construction, Corporate, Commercial, Public Authority and more. [Careers - Security Company Cardiff | Overt Security](#)

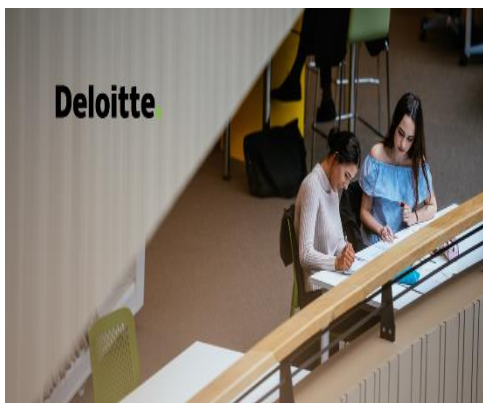
If you have SIA Licenced (or close protection) customers looking for their next opportunity, please signpost them to the company website to apply.

[New Employee Application - Security Company Cardiff | Overt Security](#)



**Is your customer Job Ready .... Please ensure all customers have their proof of their [Right to Work Documents - UK](#) Employers, must view a job applicants right to work details before they employ them.**

**Employers may request customers bring their Right to Work Documents or a copy of their Right to Work Documents with them to their interview. 😊**



### **Deloitte New Beginnings Programme**

We are currently recruiting for the very popular Deloitte New Beginnings programme. Individuals can register to attend the enrolment days using the link below.

[New Beginnings Adult Employability Programme in partnership with Deloitte - Cardiff and Vale College \(cavc.ac.uk\)](#)

[New Beginnings Adult Employability Programme in partnership with Deloitte - Cardiff and Vale College - Sitename](#)

Each programme runs with a small group of adults. The programme is run over 12 weeks or 4 weeks and offered at different times of the day – so you can choose an evening course, or one run during school hours – whatever works best for you.

### **Additional Information**



Deloitte.docx



Welsh jobs in the Food Standard Agency Vacancies

[Rheolwr y Gymraeg / Welsh Language Manager - Civil Service Jobs - GOV.UK](#)

[Communications Manager / Rheolwr Cyfathrebu](#)





**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**



**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**





## Royal Mail.... Still Recruiting Seasonal Mail Sorters.... Cardiff.... Vacancies

### Put your stamp on Christmas – Seasonal Mail Sorter roles at Royal Mail

Here at Royal Mail, Christmas is our busiest time of year. With so many parcels and letters coming through our warehouse doors, it's no surprise that we need a few thousand extra helping hands to get everything where it needs to go. That's why, every year, we hire temporary flexible workers from all different walks of life to help us deliver Christmas across the UK.

Royal Mail Seasonal Recruitment – There will be 2 separate sites in Cardiff

- Royal Mail, Mail Centre - 220-228 Penarth Road, CARDIFF, CF11 8TA
- Royal Mail, SWPSC - 3 Ty Glas, Llanishen, Cardiff, CF14 5DX

**If you fancy joining us this Christmas - click to Apply [Seasonal Mail Sorters - Cardiff \(royalmailgroup.com\)](http://royalmailgroup.com).**

On your application, we will ask you which shift you would prefer. Please only select a shift pattern detailed above or we might not be able to progress your application.

**Jobcentreplus** customers are told ALL ON-LINE APPLICATIONS ARE TO BE MARKED FROM **JOBCENTRE**. **Disability Confident customers must select JCP and Yes to Disability Confident from the Drop down markers** (via the source button at top of the online application form screen) customers need to apply early.

To Apply Please contact your DWP Workcoach



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](#)



Staff room are currently recruiting for several positions in Cardiff Schools including Nursery, Primary and Secondary roles:

- Nursery Teaching Assistants
- Level 3 Teaching Assistants
- Primary Teaching Assistants
- 1-2-1 Teaching Assistants
- School Caretaker
- Teacher of Mathematics
- Cover Supervisor
- Secondary Teaching Assistant
- Kitchen Porter

If you are interested in applying for any of these vacancies, please contact us today on **02920 496646** or by email via [info@staffroomeducation.co.uk](mailto:info@staffroomeducation.co.uk) or you can apply directly on their website: [Staffroom Education](http://StaffroomEducation.com) | Education Recruitment Agency South Wales



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

## South Wales Fire and Rescue Service

Prior to their Wholetime recruitment in January, SW Fire and Rescue Service are running 6 Firefighter - Fit sessions **during November 2021**

This will give candidates an insight into the physical demands and fitness levels required for the role prior to applying.

Demand is great for these places so if you have anyone who may be interested please get them to enrol asap.

To register your interest click [here](#)





EST. 1884

## Marks & Spencers

Securing the future, accelerating change

### Marks & Spencer Vacancies

We drive off delivering the best shopping experience for our customers focusing on service, selling and efficient delivery of operational task with a store.

One thing's for sure, retail is playing a critical role in these uncertain times, and M&S is ready to push boundaries to lead the industry into a greener, speedier more inspiring digital era. That's why there revolutionising how we work and offering our most exciting opportunities yet, attracting the big thinkers, bold movers and boundary breakers. More and more, they're realising there's never been a better time to join us and make an immediate impact.

At M&S, we respect and value each other's difference and we help each other be the best version of ourselves. When you can bring your whole self to work, you perform better and feel better. That's good for everyone. Diverse teams bring around greater innovation, better decision making and high performance.

For M&S to continue being successful, we must understand and reflect our diverse customer base and the communities in which they live. We have come a long way and we know we have work to do.

It is hugely important to me that we maintain that sense of belonging. And that means ensuring our culture in inclusive for everyone-our colleague, customers and communities.

Please click on the link for details-online assessment required.

[Working at MARKS & SPENCER COMPANY | Jobs and Careers at MARKS & SPENCER COMPANY \(marksandspencer.com\)](https://marksandspencer.com/jobs-and-careers)



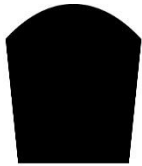
## Cardiff Careers Fair | 25th November 2021

Looking for a new Job in **Cardiff**? The UK Careers Fair returns to Cardiff on **Thursday 25th November 2021** at Hampden Park, 10am to 2pm. **Free to Showcase what makes you amazing.**

Find job opportunities from an abundance of local employers exhibiting on the day, from a wide variety of different industries - all in one place.

[Get your FREE Ticket](#)

**attend for all job-seekers.**



CANOLFAN MILENIWM CYMRU  
WALES MILLENNIUM CENTRE

### Wales Millennium Centre

Have various roles available with them, some are on a casual basis as and when required but there are also full time positions

- Casual Event Security Commissionaire (Casual)



Casual Event  
Security Commissior

Their vacancy page is [here](#)



### CCHA Recruitment

ICT officer: ICT Software Officer - Cardiff Community Housing (networxrecruitment.com)

Governance Support Administrator Governance Support Administrator - Cardiff Community Housing (networxrecruitment.com)



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

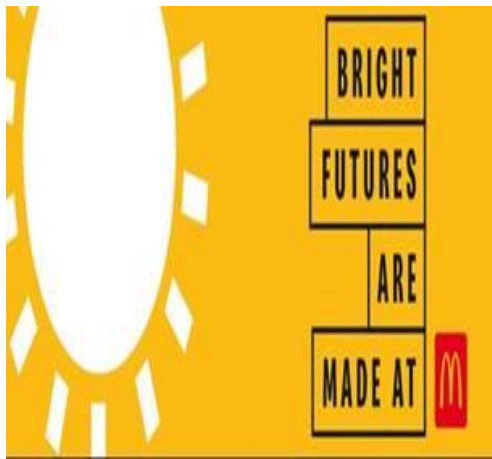
Health and safety are a top priority with all of Amazon's roles and sites. Our client continues to consult with medical and health experts, and take all recommended precautions in buildings and stores to keep people healthy. Our client has taken measures to promote social distancing in the workplace 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](#)**



## **McDonald's - Cardiff Recruitment**

### **Excelsior Road and Newport Road, Cardiff -**

**Maintenance Person Role(s)** - Join us and you'll become part of a crew, or a team, that works together to provide the best customer experience. If you've visited one of our restaurants before, you've probably got some idea of what's involved in maintaining a restaurant. But you might not realise the variety and scope of the role. Specific responsibilities will include checking temperatures of the frozen/chilled food, putting it away in a timely manner, maintaining/cleaning of the fridge, freezer and back up areas, maintaining outside landscaping, painting and varnishing, maintaining parking facilities.

**You will need to be over the age of 18 as you are required to work the following Shift Hour Pattern:**

Mon 04:00am - 12.00  
Tues 04:00am - 12.00  
Wed 04:00am - 12.00  
Thurs 04:00am - 12.00  
Fri 04:00am - 12.00

Quite simply, you'll be working in our fast moving high energy environment and you'll be required to assist the restaurant management team in operating the store effectively by maintaining the equipment and building in prime condition. You'll need to work with external contractors to make sure repairs are carried out with minimal disruption to customers.

### **Excelsior Road - Customer Care Part Time**

**Newport Road - Full Time and Part Time Customer Care** (this isn't 9-5 and will require some night shifts)

**Cardiff Bay - Full Time Customer Care** ( again needs to be available for a mix of shifts ) **Cardiff Bay** we are also looking for Full Time Staff .**Customer Care Assistant Job Role**



Care Assistant.docx

The link for the website is [McDonald's Careers UK :: Home \(mcdonalds.co.uk\)](http://mcdonalds.co.uk)

To Apply please contact [kelly.parker@uk.mcd.com](mailto:kelly.parker@uk.mcd.com)





### **Gwent Police - Vacancies**

Governance Officer

37 Hours per week

£23,817 - £26,016

Gwent Police Headquarters

Closing Date: 4 November @ 1pm

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

Firearms Enquiry Officer

29 Hours and 36 Minutes

£23,817 - £26,016 pro rata

Gwent Police Headquarters

Closing Date: 4 November @ 1pm

[Firearms Enquiry Officer - Police Jobs Wales \(tal.net\)](#)

Vetting Officer 12 month fixed term contract

37 Hours per week

£21135 - £23406

Gwent Police Headquarters

Closing Date: 28 October @ 1pm

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

Assessor

37 Hours per week

£29,793 - £31,725

Forcewide and remote working

[Assessor - NPPF Level4 & 5 \(Remote/ Home working available\) - Police Jobs Wales \(tal.net\)](#)



### **McDonald's - Cardiff Recruitment**

St Mary's Street Part Time Customer Care

St Mary's Street Full Time Customer care

Leckwith Part Time Customer Care.

The link for the website is [McDonald's Careers UK :: Home \(mcdonalds.co.uk\)](https://mcdonalds.co.uk)



## **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**



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](#)



## 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](mailto: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](#)



## **South Wales - Special Constable Campaign October 2021**

Welsh Language Ability Required - Level 2

You can play a crucial role in helping us to deliver the policing priorities for South Wales. Becoming a Special Constable is a rewarding and enjoyable experience in which volunteers are made to feel needed, valued and developed.

Special Constables are warranted Officers who undertake valuable work and form a vital link between the regular force and their local communities. As a Special, you will protect and reassure the people of South Wales alongside regular officers. Special Constables have the same powers as a regular Police Constable, carry the same equipment, wear the same uniform, hold the same powers and attend the same calls. You will be expected to commit to a minimum of 16 hours service a month and your appointment will be subject to a 2 year probationary period during which time you must complete all elements of your training and be certified as independent patrol.

[Special Constable Campaign October 2021 - Police Jobs Wales \(tal.net\)](#)



The International Conference Centre at the Celtic Manor Hotel in Newport are looking to recruit Permanent full time Kitchen Stewards (also known as Kitchen Porters).

Stewarding Supervisor £10.10 per hour

<https://celtic-manor.csod.com/ux/ats/careersite/4/home/requisition/1299?c=celtic-manor>

Steward £9.00 per hour

<https://celtic-manor.csod.com/ux/ats/careersite/4/home/requisition/1298?c=celtic-manor>





**McDonalds recruitment day** in their Queen Street Store on Friday 5th November 14:00 till 18:00 . Candidates just simply need to pop along on the day, and McDonalds interview them . They are looking for Staff in all Cardiff Stores from Part Time , Full Time , Overnights , Customer Care, Maintenance .

Newport Road  
Ty Glas  
Excelsior Road  
Cardiff Bay  
St Mary Street  
Queen Street  
Culverhouse Cross  
Leckwith



Recuitment  
Poster.docx



Monmouthshire Council Skills @ Work team in conjunction with DWP are running a Jobs fayre on Monday 8<sup>th</sup> November between 10:00-13:00 for the public to attend. The venue will be held at Caldicot Library & community Hub which is based at 6 Newport Rd, Caldicot NP26 4XF Caldicot Library & Hub .

We have some of the following businesses attending:

Tesco distribution depots for both Magor & Avonmouth

Wilko distribution depot for Magor

St Pierre Marriott Hotel

Gwent Police

Celtic Manor collection

Monmouthshire Council

Apollo Teaching & many more



# Working on Wellbeing Employability Roadshow Live!

Come and join us @ The Hyb, Grangetown on  
the 25th of October 2021 between 10-2 pm

For a chance to speak about career opportunities,  
with local employers and employment advisers.



Ethnic Minorities  
& Youth Support  
Team Wales

Tîm Cymorth  
Lleiafrifodd Ethnig  
& Ieuenctid Cymru

**Remploy**

Operated by MAXIMUS

**PeoplePlus**<sup>NI</sup>  
People Skills Jobs

**serco**



Gyrfa Cymru  
Careers Wales



**Working Wales**  
#changeyourstory



Building disabled people's skills on  
their journey into work

Adeiladu sgiliau pobl anabl ar eu  
taith i'r gwaith

Working  
on Wellbeing



SCOPE  
Equalising for  
disabled people

Legacy

