

Education, Employment & Training Opportunities

28.03.2024

What can Island Futures offer?

We can help if you are struggling to get into work, education, or training.

We can:

- Offer you 1-to-1 support and mentoring from a progression coach.
- Help you to develop employability skills e.g., CV writing, interview preparations, application completion.
- Offer you support to understand the full range of opportunities that are available to you, like college, employment, apprenticeships, traineeships etc.
- Support you to access personal development opportunities e.g., Princes Trust.
- Offer other support such as travel training and confidence building.



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Who are we and what do we do?

Island Futures is part of the Isle of Wight Council, one of our main roles is to support young people who are looking to return to education, training, or employment. If you are aged 16 -19 (up to 25 with an EHC plan) and would like help to return to college or find a job/apprenticeship, Island Futures is here to help.



Local Job Vacancies

Cowes

Seasonal Housekeeping Staff – Royal Yacht Squadron

Full and part time staff required from April to September. Good hourly rates, uniform and meals on duty provided.

Source: www.isleofwightjobs.com

Store Assistant – Aldi

£12 - £12.95 per hour, permanent.

Source: www.aldirecruitment.co.uk

Freshwater

Kitchen Porter – Albion Hotel

Full or part time, £14 per hour. The ideal candidate will ideally have previous catering experience, good communication skills and demonstrate ability to work in a team.

Source: www.isleofwightjobs.com

Hybrid Location

Trainee Revenues/ Benefits Officers – Isle of Wight Council

Location: Westridge Business Centre (Ryde), County Hall (Newport), Home working

Salary grade 3 – 6 (£23,114 - £25,979 per annum), 37 hours per week.

Source: www.iow.gov.uk

Island wide

Under-Graduate Support Workers – Isle of Wight Council

Location: Island wide (office base – County Hall, Newport).

Salary grade 4 (£19,054.05 - £19,372.70), 30 hours per week.

After a successful first year, we at Adult Social Care & Housing Needs are continuing our Under-Graduate Scheme to employ Level 2 / Level 3 Health & Social Care students onto our two-year fixed term contract as Support Workers. During this time, you will be given some rich learning experiences in our Community Re-ablement team, working alongside our experienced community Support Workers who do with people and not for people, supporting them on their journey to regaining their independence. Over the two-year contract you will be working on a rotation through the health and social care system on the Island. We will secure work placements in a variety of teams that you have a particular interest in. For example, residential care settings or rehabilitation settings where you will work with a wide range of people including adults with disabilities and older people who will need a wide range of support. This will help you decide the area in the system you would most like to work.

Source: www.iow.gov.uk

Local Job Vacancies

Sandown

School Cleaner – Top Mops

£10.42 per hour, 20 hours per week, temporary position until June 2024.

Source: www.indeed.com

Ventnor

Tesco Colleague – Tesco Express

16 hours per week.

Source: www.tesco-careers.com

Job Hunting Websites

Job hunting isn't an easy task, especially when you don't know where to start.

Below are some of the top Job-Hunting Sites to help you start your search.

www.isleofwightjobs.com

www.indeed.com

www.se1jobs.com/countypress



Local Apprenticeship Vacancies

Cowes

Manufacturing Apprentice – Vision Composite Solutions Ltd

Hours: 37½ per week, **Wage:** £5.28 per hour, **Closing date:** 6th April 2024

Essential qualities: Punctual, reliable and takes responsibility for their own actions, show respect for others, respond positively to change in the working environment, integrates within the team and supports others, can work independently and effectively in challenging situations, maintains quality of work under pressure, an open and honest communicator, listens to other people's opinions, a positive and respectful attitude, follows instructions and guidance and demonstrates attention to detail.

Qualifications: GCSE grade C/4 or above in English and maths (or equivalent qualification and/or ability to work towards these functional skills).

Source: www.isleofwightjobs.com

East Cowes

Apprentice Dental Nurse – Damira Dental Studios Limited

Hours: 40 per week, **Wage:** £17,680 per annum, **Closing date:** 22nd April 2024

Desired skills and personal qualities: Communication skills, attention to detail, organisation skills, customer care skills, administrative skills, team worker, initiative, non-judgemental, patience.

Qualifications: GCSE English and maths grade 4/C (or equivalent) desired.

Source: www.gov.uk/apply-apprenticeship Ref: VAC1000231440

Local Apprenticeship Vacancies

Island wide

Creative Producer Apprentice – Artswork Limited

Hours: 35 per week, **Wage:** £20,820.80 per annum, **Closing date:** 15th April 2024

Desired skills and personal qualities: Communication skills, IT skills, attention to detail, organisation skills, team working, creative, non-judgemental.

Qualifications: GCSE English and maths (grade C/4) essential.

This role is split between home-based desk working and attendance at events in the local area. It will also require travel for team meetings that will take place in local spaces for example the library – your travel costs will be reimbursed.

Source: www.gov.uk/apply-apprenticeship **Ref:** VAC1000238554

Newport

Business Administration Apprentice – Island Facility Service

Hours: Full time

Desired skills: Excellent communication skills – oral and written skills, competent in the use of IT, effective time management, ability to work as a team member and individually, good interpersonal skills, problem solving and analytical skills, a passion for learning, ability to follow policy and procedures.

Personal qualities: Polite, confident, flexibility, cooperative, motivated, forward thinker, high levels of integrity and loyalty, ability to work under pressure.

Qualifications: Candidates will need to have achieved maths and English at GCSE or equivalent Grades A-C (9-4) or Level 2 Functional Skills in maths and English before completing the apprenticeship standard.

Source: www.isleofwightjobs.com

Local Apprenticeship Vacancies

Newport

Apprentice Travel Consultant – Hays Travel Limited

Hours: 37½ per week, **Closing date:** 17th May 2024

Desired skills and personal qualities: Communication skills, passion for the travel industry.

Qualifications: GCSE or equivalent GCSE (Grade 4 - 9) essential

Source: www.gov.uk/apply-apprenticeship **Ref:** VAC1000221787

Ryde

Decontamination Apprentice Nurse – Denbigh House Dental Practice

Hours: Full time

Desired skills: Excellent communication skills (written and oral), clear, polite telephone manner, effective time management (planning & organising), ability to work as a team member and autonomously, good interpersonal skills, problem solving & analytical skills, ability to follow policy and procedures.

Personal qualities: Polite and confident, flexible and cooperative, an understanding of Health and Safety, motivated, forward thinker, high levels of integrity and loyalty, sensitive and empathetic in distressing situations, ability to work under pressure.

Qualifications: Candidates will need to have achieved maths and English at GCSE or equivalent Grades A-C (9-4) or Level 2 Functional Skills in maths and English before completing the qualification.

Source: www.isleofwightjobs.com

Local Apprenticeship Vacancies

Ryde

Apprentice Pharmacy Assistant – Jhoots Pharmacy Limited

Hours: 35 per week, **Wage:** £10,920 per annum, **Closing date:** 1st May 2024

Desired skills and personal qualities: Communication skills, IT skills, attention to detail, organisation skills, customer care skills, presentation skills, administrative skills, logical, team working, patience, non-judgemental.

Qualifications: GCSE English and maths (grade 4/C) essential.

Source: www.gov.uk/apply-apprenticeship **Ref:** VAC1000238666

Early Years Apprentice – Chatterbox Nursery Ltd

Hours: Full time, **Closing date:** 20th April 2024

Applicants must be: 18 years or over, a good level of education, a desire to work with children from birth to school age, good social and communication skills, a kind and caring nature.

Source: www.isleofwightjobs.com

Apprentice Travel Consultant – Hays Travel Limited

Hours: 37½ per week, **Closing date:** 17th May 2024

Desired skills and personal qualities: Communication skills, passion for the travel industry.

Source: www.gov.uk/apply-apprenticeship **Ref:** VAC1000221795

Seaview

Apprentice Commis Chef – The Dell

Hours: 35 per week, **Closing date:** 1st April 2024

Desired skills: None, just someone with passion, personality, and a desire to learn and succeed.

Personal qualities: To be passionate about food and producing quality dishes, keen to progress within the industry, excellent communication skills, excellent time management skills, good interpersonal skills, ability to follow policy and procedures, high standards of cleanliness and hygiene, self motivated and capable of working on your own and working with others, a flexible approach to getting any task done, flexibility to work weekends and holidays – this is a MUST in hospitality.

Source: www.isleofwightjobs.com

Local Apprenticeship Vacancies

Shanklin

Apprentice Travel Consultant – Hays Travel Limited

Hours: 37 per week, **Closing date:** 17th May 2024

Desired skills and personal qualities: Communication skills, passion for the travel industry.

Source: www.gov.uk/apply-apprenticeship **Ref:** VAC1000221799

Front of House Apprentice – Daishs Hotel

Hours: 33 per week, **Wage:** £16,302 per annum, **Closing date:** 28th April 2024

Desired skills and personal qualities: Communication skills, customer care skills, team worker, uses initiative, keen learner, friendly and approachable, upbeat and positive attitude.

Qualifications: GCSE English and maths grade C/4 or above desired (or equivalent).

Source: www.gov.uk/apply-apprenticeship **Ref:** VAC1000224612

Production Chef Apprentice – Daishs Hotel

Hours: 30 – 40 per week, **Wage:** £16,255 per annum, **Closing date:** 28th April 2024

Desired skills and personal qualities: Communication skills, organisational skills, problem solving skills, presentation skills, logical, team worker, creative, initiative, patience,

Qualifications: GCSE English and maths (grade 2 or E) or equivalent desired.

Source: www.gov.uk/apply-apprenticeship **Ref:** VAC1000189598

Apprenticeship Search Sites

The following sites help you find the ideal apprenticeship for you. It does not matter what qualifications you have. There is an apprenticeship for everyone.

All vacancies listed in this Newsletter have been sourced from [Find an Apprenticeship](https://www.findanapprenticeship.com), and [Isle of Wight Jobs.com](https://www.isleofwightjobs.com) where you can find others in your area.

To look for courses you may be interested in, check out, [Apprenticeships](https://www.apprenticeships.gov.uk).



CV Tips – What makes a good CV?

Personal Statement

Your personal statement is the first thing an employer reads and an opportunity to personalise your CV. You should briefly summarise what you have achieved in the past, what you hope to achieve in the future, and how the job you're applying for fits that plan.

Be concise

Employers receive tens, if not hundreds, of applications for every job they advertise so make sure your CV is quick and easy to read. Use simple language that gets your point across. Using too many words will make you seem unsure of yourself.

Choose your Template

There are hundreds of templates available online. Go for one that is tailored to your situation to make your CV as relevant as possible!

Match your CV to the job

Employers can spot 'one size fits all' CVs a mile off, so make sure yours stands out by tailoring your CV to fit the job you're applying for.

Check, check, and check again!

Grammar and spelling are really important, so read your CV a few times to make sure there are no mistakes. Why not ask someone else to read it over too?

Don't be shy

Your CV is your opportunity to show people what you're capable of and convince your prospective employer that you're right for the job. Don't be afraid to blow your own trumpet!

Length and Presentation

A good CV is never longer than two sides of A4. If yours is longer, cut out the information that isn't relevant. Don't use font size smaller than 11. Knowing that people can read it is important!

Give examples

Most of us are guilty of having written a CV full of buzzwords like 'teamwork' and 'communication skills' without explaining what we mean by them. Anyone can say they're organised so make sure you give an example to demonstrate how you stand out from the crowd.

The power of google

The first thing more prospective employers will do after reading your CV is Google you. Make sure your social media profiles are private. Also, if you have a LinkedIn profile, make sure your CV matches it so that you appear consistent.