

Apprentice Dental Nurse

Shephall Dental Surgery

Shephall Dental Surgery are looking to recruit an Apprentice Dental Nurse. This is a fantastic opportunity to progress into an exciting dental career in a busy dental practice which is looking to recruit an enthusiastic individual to work alongside the dental team.

Apprenticeship summary

- **Weekly wage**

£260.00

- **Working week**

Mon - Fri Shifts TBC

Total hours per week: 40.00

- **Expected duration**

21 months

- **Apprenticeship level**

Advanced

Level 3 (A level)

- **Positions**

1 available

Duties will include assisting in the provision and delivery of dental care to patients, reception duties and decontamination/sterilising in the surgery.

In-house training will be given by an experienced team and the apprenticeship qualification will be provided in the workplace.

Total Dental Care are looking to recruit a hardworking, reliable and enthusiastic person who wants to develop a career in dental nursing.

We are a friendly and well-established practice in Leicester and are looking for someone to join our growing team.

As a dental nurse your duties would include:

- Providing chairside assistance to the dentist
- Ensure the care and welfare of patients
- Preparing and maintaining the clinical environment
- Sterilisation of instruments
- Mixing materials

- Charting on the computer
 - Complying with strict cross infection procedures
 - Developing digital x-rays
 - Ensure adequate stocks of materials are within the surgery
 - Carrying out some reception and administrative tasks
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Requirements and prospects

Desired skills

- Organised
- Good communication skills
- Computer literate

Personal qualities

- Our ideal candidate would have a professional approach with a positive and hardworking attitude
- They would provide excellent patient care and show commitment to their work
- Reliable
- Keen to learn
- You must be of a smart and professional appearance at all times, wearing a clean, presentable uniform and have a positive attitude

Desired qualifications

- GCSE maths and English Grade C/4 and above (or equivalent)
- An initial assessment for maths and English is also required
- Qualifications will be checked before your application is submitted to the employer

Future prospects

- There are good career progression opportunities for example: Hygienist & Practice Management and many other industry professions for the right person

Things to consider

- You will be required to have a Hepatitis B injection and pass a DBS check
 - References may be requested from a previous employer and/or education provider
 - Applicants should ideally live within a 5 mile radius and be flexible
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About the employer

We would like to extend a warm welcome to Shephall Dental Surgery. Patients of the practice are treated with empathy and care and our aim is to provide excellent dentistry for all in a warm and welcoming environment. All of the dental team are here to help you and make your visit to the practice as enjoyable and as stress free as possible. We offer dentistry both on the NHS or if you prefer, privately. We offer this because we believe and respect the choices you make. Cosmetic treatments however are not available on the NHS and can only be undertaken on a private basis.

Employer

Shephall Dental Surgery

Address

246

Shephall Way

Stevenage

SG2 9RE

Training

Training provider

ANDERSON STOCKLEY ACCREDITED TRAINING LTD

Applications for this apprenticeship are being processed by Anderson Stockley Accredited Training Ltd

Dental Nurse Level 3 Apprenticeship Standard:

- Functional Skills in English and maths
- Awarding Personal Learning and Thinking Skills in Health
- Health and Safety
- Equality and Diversity
- First Aid at Work

Apprenticeship standard

Dental nurse (integrated)

Level 3 (A level)

Cyber Security Apprentice

Smiths Detection Group Ltd

You will work to support the development of products that are designed for cyber security. This is a fantastic opportunity for the right candidate.

Apprenticeship summary

- **Wage**

Competitive salary

- **Working week**

Monday to Friday 9.00am - 5.00pm

Total hours per week: 37.50

- **Expected duration**

18 months

- **Apprenticeship level**

Higher

Level 4 (Higher national Certificate)

- **Positions**

1 available

You will work to support the development of products that are designed for cyber security.

Impact and Scope:

As a cyber security technical professional, you will operate in business or technology / engineering functions. You will normally operate with a considerable degree of autonomy and will lead teams which research, analyse, model, assess and manage cyber security risks; design, develop, justify, manage and operate secure solutions; and detect and respond to incidents.

All while following applicable laws, regulations, standards and ethics.

Main duties will include:

- Write, test, debug programs in high and low level languages and scripts
- Configure an Operating System in accordance with security policy
- Identify threats and features
- Apply system engineering and software development methodologies and models
- Apply secure programming principles and design patterns to address security issues

- Discover, identify and analyse threats, attack techniques, vulnerabilities and mitigations
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Requirements and prospects

Desired skills

- Knowledge of software development and cyber security
- Logical thinking and creative approach to problem solving
- Able to work effectively with others to achieve a common goal
- Fluent in written communications and able to articulate complex issues
- Planning and Decision Making:
- Level of responsibility for planning, organizing, implementing
- Direction provided to incumbent by Manager

Personal qualities

- Organised
- Good attention to detail
- Passionate about tech and cyber security

Desired qualifications

- An A Level in ICT or
- An International Baccalaureate at Level 3 in ICT, or
- A Level 3 apprenticeship in a similar subject, or
- A BTEC Extended Diploma in IT (180 credits), or
- A minimum of 12 months of experience within the last 24 months or 18 months in the last 36 months in an IT role. Specific roles that are acceptable are: IT Support roles e.g. Help Desk, First line; Software Development Roles

You may also have a combination of qualifications and experience which demonstrate the minimum foundation needed for the programme. In this instance you could still be considered for the programme.

If you hold international equivalents of the above qualifications, at the time of your application you must be able to provide an official document that states how your international qualifications compare to the UK qualifications. Find out more here <https://www.enic.org.uk/Qualifications/UKQRS/Default.aspx>

Future prospects

Potential to become a full time employee on successful completion of apprenticeship programme.

About the employer

Every minute of every day, Smiths Detection's threat detection and security screening technology helps to protect people and infrastructure, making the world a safer place.

We deliver the solutions needed to protect society from the threat and illegal passage of explosives, prohibitive weapons, contraband, biological threats, toxic chemicals and narcotics. Our goal is simple – to provide the security, peace of mind and freedom of movement upon which the world depends.

Employer

Smiths Detection Group Ltd

Address

Century House
Maylands Avenue
Hemel Hempstead
HP2 7DE

Training

Training provider

QA LIMITED

Applications for this apprenticeship are being processed by QA Limited

- Level 4 Cyber Security Technologist Apprenticeship Standard
- Functional Skills in maths and English if required

We're offering Apprenticeship opportunities where you'll get to join a global business that is full to the brim of hugely talented people. Whatever your age, whatever your background, a new qualification can open doors. So let's help you get one. We have a 'we, not I' mindset in terms of collaboration, but when it comes to your training, development, and progression, we have a plan just for you. You can join a brilliant team, earn a salary, gain new experiences and a new qualification - and we'll be with you all the way.

Apprenticeship standard

Cyber security technologist
Level 4 (Higher national Certificate)

Level 3 Pharmacy Technician Apprentice

BRIDGE COTTAGE LIMITED

An opportunity has arisen with Bridge cottage Pharmacy. The successful candidate will be working in the pharmacy close to their home, attending college and improving knowledge in medicines.

Apprenticeship summary

- **Weekly wage**

£161.25

- **Working week**

Shifts to be confirmed with four days based in the pharmacy and one paid day at college.

Total hours per week: 37.50

- **Expected duration**

24 months

- **Apprenticeship level**

Advanced

Level 3 (A level)

- **Reference number**

VAC001697587

- **Positions**

1 available

The Pharmacy Apprentice will be performing the following duties:

- Taking in and handing out prescriptions
- Receiving and ordering stock
- Selling over the counter medicines
- Dispensing
- Advising patients about medications
- Undertaking final checks on the prescriptions

Requirements and prospects

Desired skills

- Excellent communication skills
- Good customer service skills
- Ability to work as part of a team and in a busy environment
- Ability to use own initiative

Personal qualities

- General interest in medicine
- Friendly
- Presentable

Desired qualifications

- 3 GCSEs at grade C/4 or above (English Language, maths and preferably science) or equivalent

Future prospects

- Hospital, Community Pharmacy, Air Force and Pharmaceutical Industries. In hospital settings, there are several grades for qualified Pharmacy Technicians
- They can, for example, specialise in areas such as quality control, staff training, information technology, supplies procurement, clinical trials or medicines information services
- Other roles may include managing a section of the Pharmacy department

About the employer

An opportunity has arisen with Bridge cottage Pharmacy. The successful candidate will be working in the pharmacy close to their home, attending college and improving knowledge in medicines.

Employer

BRIDGE COTTAGE LIMITED

Address

41 High Street
Welwyn
AL6 9EF

Training

Training provider

INSPIRE MIDDLESEX COLLEGE LTD

Applications for this apprenticeship are being processed by INSPIRE MIDDLESEX COLLEGE LTD

Contact

Andy Gill info@inspiremiddlesexcollege.org

- Level 3 Pharmacy Technician (integrated) Apprenticeship Standard

The successful candidate will be working in the community pharmacy close to their home and attending college one day a week.

Apprenticeship standard

Pharmacy technician (integrated)

Level 3 (A level)

Paralegal Apprentice

THE BLACK ANTELOPE GROUP LTD

Superb opportunity for an apprentice to join this busy Firm, reporting to the Head of Legal Practice, and build a career in the legal field with excellent mentoring and support available. You will gain an excellent grounding in Civil, Family and Housing Law as well as gaining the paralegal apprenticeship qualification.

This apprenticeship requires you to apply through the employer's website.

Apprenticeship summary

- **Weekly wage**

£288.38

- **Working week**

Monday to Friday

Total hours per week: 37.50

- **Expected duration**

24 months

- **Apprenticeship level**

Advanced

Level 3 (A level)

- **Positions**

1 available

- To provide cost effective administrative and secretarial support to the partner and other senior fee earners in the team in the work of the department.
- Undertake certain elements of fee earning work under supervision. In particular:
 - File creation;
 - Generation of suitable client care correspondence;
 - Completion of client questionnaires;
 - Drafting of petition/court documentation;
 - Attendance at routine directions/interlocutory hearings.
- The jobholder is not designated as a matter handler for file review purposes and does not therefore have her/his own file caseload.
- Deal wherever possible with routine client enquiries and communications.
- Manage the collation of matter start and matter completion data and prepare all claims for costs, referring major matters to costs clerk by agreement

- Deputise for fee earners in their absence, passing urgent issues to another senior fee earner for guidance (if a small team).
 - Co-ordination of the key dates reminder system as outlined in the office manual.
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Requirements and prospects

Desired skills

- Ability to write confidently
- IT literate
- Numerate
- Ability to speak another language (desirable)

Personal qualities

- Confident
- Punctual
- Highly organised
- Motivated

Desired qualifications

- A minimum of 5 x GCSEs in Maths & English Grade C/4 or above
- A -Levels or equivalent
- Experience working within an office environment

Future prospects

- The successful candidate can expect future prospects to be discussed during the interview stage.

Things to consider

Annual Salary: £15,000

Working week: Monday to Friday

Car owner/driver desirable but not necessary in order to attend court hearings

About the employer

Expert Trust and confidence are important to all relationships and that includes the relationship you have with your lawyers. At Black Antelope Law we are able to offer a team of highly trained expert legal minds whose abilities and achievements have been recognised by their peers. Objective We believe that an essential element of delivering high-quality legal

advice is that it is objective and that you have at all times our honest assessment of your chances of successfully obtaining your outcome. We will advise you when you would be better off accessing legal services elsewhere, whether that is because the help you need falls outside our expertise; we have insufficient capacity at the time that you contact us; you may be entitled to advice and representation for free taking into account your particular circumstances; or simply because we cannot in your particular case make the reasonable adjustments necessary to allow you to obtain the right level of support. Accessible At Black Antelope Law we recognise that the way that we live and work has changed so much over the last decade that it's not enough for individuals and companies to identify what they require, e.g. a lawyer, they also need to be able to identify how they will access legal services taking into account working hours and days, travel distance, disability, etc. We offer a number of flexible solutions in order to try and meet the needs of our clients by, for example, offering telephone and video-conferences across a variety of secure platforms; our offices in London, Hertfordshire and Birmingham have either partial or full step-free access; and we visit our clients offsite in appropriate cases. Added to that is also the need to find lawyers who can communicate the law clearly and in a way that is accessible to the client. We pride ourselves on a "plain-English" approach. We are an LGBTQ friendly business and are committed to providing a safe space to all our clients and visitors.

Employer

THE BLACK ANTELOPE GROUP LTD

<https://www.the-ba-group.com/law/>

Address

GS11

Pixmore Centre

Pixmore Avenue

Letchworth Garden City

SG6 1JG

Training

Training provider

Damar Training

Applications for this apprenticeship are being processed by Damar Training

- Paralegal Level 3 Apprenticeship Standard
- Functional Skills Level 2 in maths, English and ICT

Apprenticeship standard

Paralegal
Level 3 (A level)

Marketing Assistant Apprenticeship

CREPEAFFAIRE LTD

We are looking for new Marketing Assistant Apprentice to join our Team where you will assist in all aspects of the delivery and management of marketing projects. If you like the idea of working for a fun and fast paced company with great career opportunities, as well as developing skills to get you started on your future career – then get applying.

Apprenticeship summary

- **Annual wage**

£8,580.00

- Office based - Referral scheme - Mental wellbeing programme - Opportunity for the role to become full time in the future - Career development for the right person

- **Working week**

Monday to Friday 9am-5pm

Total hours per week: 30

- **Expected duration**

18 Months

- **Apprenticeship level**

Advanced

Level 3 (A level)

- **Positions**

1 available

What will the apprentice be doing?

Apprentice will support the digital marketing channels including social media content creation and communication, email marketing, website maintenance and graphic design.

The role is ideal for a hardworking and proactive individual, looking to start or develop their career in Marketing.

As a Marketing Assistant Apprentice, you will be responsible for increasing Crêpeaffaire's digital presence across social media channels, driving engagements with creative content and converting users into the Crêpeaffaire database to re-market promotions and offers, resulting in online or physical sales growth.

Specific remit will cover: Social Media (Instagram, Twitter, Facebook TikTok) Website (Content Management System) Customer Relationship Management & Database (Stampede) SEO (Google My Business).

What training will the apprentice take and what qualification will the apprentice get at the end?

Training provided:

- Graphic Design (InDesign, Photoshop)
- CRM/Email (Stampede)
- SEO (Google My Business)
- Social Media (Google My Business)
- Fundamentals of Marketing

What is the expected career progression after this apprenticeship?

Potential for a full time position as Junior Digital Marketing Manager upon completion of the apprenticeship for the suitable candidate.

Requirements and prospects

Desired skills and personal qualities

Communication skills, IT skills, Attention to detail, Organisation skills, Problem solving skills, Presentation skills, Team working, Creative, Initiative

Qualifications

GCSE or equivalent English (Grade minimum 4/C) Desired
GCSE or equivalent Maths (Grade minimum 4/C) Desired

Things to consider

other requirements: no previous marketing qualification

About the employer

A dynamic and fast-growing global brand with a small footprint but ambitious growth plans. We are food focused but want to create a lifestyle proposition about more than just crêpes. We are the market leader in the crêpes category, but want to shout louder and let the world know it. Crêpe HQ is a small team with lots of growth potential. A number of HQ staff started off in-store roles and have grown alongside the company.

Employer

CREPEAFFAIRE LTD

<https://www.crepeaffaire.com/>

Address

Pixmore Centre
Pixmore Avenue
SG6 1JG

Training

Training provider

CAMBRIDGE PROFESSIONAL ACADEMY LIMITED

Apprenticeship standard

Marketing assistant
Level 3 (A level)