



College

14th June 2021 (Issue 76)

Contacting the team

For more information on anything contained in this newsletter or to book to catch up with a member of the team, please email:

careers@uspcollege.ac.uk

Port of Tilbury Recruitment Skills and Training Day

'Looking for a NEW JOB, TRAINING or CAREER PATH direction? The Port of Tilbury could be the place for you. Our recruitment day will include Port Tours, Simulator Sessions, Virtual Reality Experiences and the opportunity to meet our team to find out more and fill in applications for our latest vacancies. The Port of Tilbury has over 130 years' experience of Transport and Logistics on the river Thames.

Tuesday 29th June, 11AM to 8PM

Tilbury Cruise Terminal, RM18 7NG

<https://www.forthports.co.uk/>

Careers Newsletter

Business Administration Apprentice - ISO Administration Assistant

'This role is for a Business Admin L3 Apprenticeship and would suit a candidate with an interest in a career as an administrator. The role requires an enthusiastic, confident and pro-active individual, able to use MS Office packages proficiently with strong communication skills. The candidate must be organised, able to manage challenging workloads.

Annual wage

£13,500.00

Working week

Monday – Friday, 09:00 - 17:30, with a 1-hour lunch break.

Total hours per week: 37.50

Expected duration: **18 months**

Possible start date: **28 Jun 2021**

Closing date: **14th June**

Location: **Basildon**

<https://www.findapprenticeship.service.gov.uk/apprenticeship/-610407>

Janus Henderson Apprenticeships

'We are a leading independent global asset manager, dedicated to delivering the best outcomes for our clients through a highly diversified range of actively-managed products. We are truly global, supporting our individual and institutional investors across a range of products, encompassing equities, fixed income, multi-asset and alternatives. We build client trust by being dependably excellent in all things, and we put the client at the heart of everything we do. Our high-energy and collaborative culture at Janus Henderson helps our client achieve their goals and ensures that our people love the place they work.'

Janus Henderson have a range of apprenticeships starting in September. Opportunities include: Compliance Apprentice; Cyber Security Apprentice; Finance Apprentice; Global Pricing Apprentice; HR Apprentice; Institutional Performance Apprentice; Investment Operations Apprentice; IT Service Desk Apprentice; Operational Tax Apprentice; Risk Apprentice; Consultant Relations Trainee; EMEA Equity Trading Trainee; Media Relations Trainee; Project Analyst Trainee; Application Support Apprentice

Location: **London**

Closing date: **2/7/2021**

Start date: **20/9/2021**

For more information on any of these opportunities, please click on the link below:

<https://www.investment2020.org.uk/vacancies>

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Impulse Leisure—Membership Advisor

'Do you have a passion for sales? Or are you driven by exceeding targets.....?'

Our members all have goals - whether it's to get fitter, eat healthier, run a marathon, rehabilitate following illness, or see their child learn to swim! And, as a proactive, self-motivated Membership Sales Advisor at Impulse Leisure, you will drive our mission to Create Active and Healthy Communities.

As a first point of contact for each prospective and existing valued customer, your role will be vital to the success of the site.

So if you have the drive to succeed, can meet, greet and motivate our community, we would love to hear from you...! With our excellent benefits (i.e. free use of the leisure facilities, discounts for partner, attractive commission package, pension, performance related pay, flexible team working environment, hundreds of lifestyle discounts and training and development opportunities) what are you waiting for....?

Location: Thurrock, Essex (Blackshots Leisure Centre)

Salary: £19,571 per annum - plus attractive commission (uncapped) subject to sales

Hours: Full-time, 37 hours per week / variable casual hours may also be available

Please note that a selection process will take place every week, initially until **Sunday 30th June 2021**

For further information on this and other opportunities and to register/apply online visit - <https://impulseleisure.co.uk/careers-and-training>

If you require an application form in an alternative format, please contact our Recruitment Team on recruitment@impulseleisure.co.uk. However, we encourage applicants to apply online - it's the quickest and easiest application process.

Taylor Rose MW—Conveyancing Technician Apprenticeship

'As a Conveyancing Technician you will assist the Conveyancing Fee Earner with all property and Re-mortgage transactions from start to finish on a file.

Undertaking conflict & ID checks for client

Checking incoming documentation

Setting up file for the transactions, Logging incoming post

Updating and utilising case management system during the property transaction

Being organised, hardworking, motivated and enthusiastic, ability to work with pressure and have good attention to detail.'

Salary: £18,000

Location: London; Applications close: 30th June

<https://careerfinder.ucas.com/job/500727/conveyancing-technician-apprenticeship/>

Useful Apprenticeship Search Sites

UK Government website:
www.gov.uk/apply-apprenticeship

All about school leavers:
www.allaboutschooleavers.co.uk

Not Going to Uni:
www.notgoingtouni.co.uk

Rate my apprenticeship:
www.ratemyapprenticeship.co.uk

Amazing apprenticeships:
www.amazingapprenticeships.com

PwC's Back to Schools Summer Roadshow

These sessions are for Year 12 and 13 students who are interested in a career at PwC with options including Accounting, Consulting, Technology and PwC Operate. The sessions will last approximately 45 minutes each, including some time for questions.

Students will hear from local staff who've joined us via our Flying Start degree programmes or our School & College Leaver programmes, helping them gain an insight into what we do and what opportunities are available to them at PwC.

We will be offering the live session for London schools on **8th July at 16:30**.

If you would like to register, please sign up here:

<https://www.careersschools.pwc.co.uk/Events/ShowEvent/London%20%20Back%20%20Schools/913395>