



# Winchester Young People's Jobs Bulletin

A collection of current job vacancies,  
training opportunities and information  
from various sources

July 2017



**Winchester**  
City Council

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# Jobcentre Plus Vacancies

Hundreds of vacancies are displayed on this website.

Here are just a small selection:

<b>Job Title</b>	<b>Advertised by:</b>	<b>Location:</b>
<a href="#">Housekeeping / Domestic / Cleaner</a>	networx	Southern-Winchester
<a href="#">Labourer</a>	D J B Building Winchester Ltd	Southern-Winchester
<a href="#">General Labourer (CSCS) Winchester 01922726100</a>	Coyle Developments Ltd	Southern-Winchester
<a href="#">Scheduling Assistant</a>	Manpower UK	Southern-Winchester
<a href="#">Activities Coordinator</a>	Amesbury Abbey Group	Southern-Winchester
<a href="#">Bricklayer</a>	D J B Building Winchester Ltd	Southern-Winchester
<a href="#">Kitchen Porter</a>	Blue Arrow Luton	Southern-Winchester
<a href="#">Retail Security Officer</a>	TSS (Total Security Services) Ltd	Southern-Winchester
<a href="#">Facilities Management Assistant</a>	teqniq	Southern-Winchester
<a href="#">CLEANER REQUIRED BARTON STACEY WINCHESTER</a>	Warrens Cleaning	Southern-Winchester
<a href="#">Production Line Operative</a>	Manpower UK	Southern-Winchester
<a href="#">Maintenance Technician</a>	Places for People	Southern-Winchester
<a href="#">Sunday Kitchen Assistant</a>	Amesbury Abbey Group	Southern-Winchester
<a href="#">Retail Sales Assistant</a>	McColl's Retail Group	Southern-Romsey

INFORMATION SERVICE – WE ARE NOT RESPONSIBLE FOR THESE VACANCIES

[www.gov.uk/jobsearch](http://www.gov.uk/jobsearch)

# Winchester City Council Vacancies

## Hampshire County Council Vacancies

Click the links in the boxes to find out more about each vacancy

<b>Vacancy Title</b>	<b>Organisation</b>	<b>Area</b>
<a href="#"><u>Administration Officer (Placements) HCC2553040</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Administrative Officer HCC2604753</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Apprentice Infrastructure Design Technician HCC2585053</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Apprentice Technical Support Assistant HCC2593254</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Business Administration Apprentice HCC2587472</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Cafe &amp; Beverage Assistant - Guildhall Winchester</u></a>	Winchester City Council	Winchester
<a href="#"><u>Casual Care Assistant HCC2582135</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Cleaning Operative HCC2600613</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Degree Apprentice Building Surveyor HCC2577254</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Facilities Assistant HCC2600436</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Service Desk IT Technician HCC2616941</u></a>	Hampshire County Council	Winchester
<a href="#"><u>Tourism Support Officer (Temporary)</u></a>	Winchester City Council	Winchester

[www.newjob.org.uk](http://www.newjob.org.uk)

# Wheels to Work Scheme



## Accessing your employment potential

A moped loan scheme for people aged 16 or over living in the districts of East Hampshire, Test Valley, Winchester and New Forest and:

- You do not have access to your own private or public transport
- You need to get to work, training, an apprenticeship or interview

What's included?

- A 50cc or 125cc moped, fully taxed and insured
- Full break down and service cover
- Helmet, gloves, a high visibility jacket and a locking device

Costs to hire a moped

- To loan a 50cc moped costs £17.00 per week if you are under 21 and £17.50 if you are over 21.
- To loan a 125cc moped (for longer journeys) costs £19.00 per week if you are under 21 and £20.00 if you are over 21.

### Obtaining a licence

You must have at least a provisional licence for motorbikes, which you can obtain by applying via [GOV.UK](https://www.gov.uk). You will need to have passed your Compulsory Basic Training (CBT). If you haven't already passed your CBT, the scheme can arrange this for you and even cover the cost of this.



Hampshire  
County Council

East  
Hampshire  
DISTRICT COUNCIL



New Forest  
DISTRICT COUNCIL



Winchester  
City Council

Community First  
New Forest

[Click here for more information](#)

# NHS Vacancies

An Apprenticeship or a full time job with the NHS can be a great way to start your career in the healthcare industry. Click the links below for more information.

## [Apprentice Receptionist](#)

**General Practice**

**Solent NHS Trust, Southampton**

Advert for Apprentice Solent GP Surgery is looking to recruit an apprentice to train as a GP Surgery Receptionist. Potential applicants should be able to provide a welcoming face to patients presenting at reception and have a polite, professional telephone manner. Applicants will also need to be ...

**Salary:** £7.50 per hour

**Job Type:** Apprenticeship

**Closing Date:** 30/07/2017

**Staff Group:** Administrative & Clerical

**Job Ref:** 449-APC184

## [Financial Management Apprentice](#)

**Finance**

**Solent NHS Trust, Highpoint, Southampton**

An opportunity has arisen for an apprenticeship within the Finance Department at Solent NHS Trust. You will work with the financial management team providing support to the finance analysts. The role includes detailed financial analysis and other queries on budget statements, preparation and...

**Salary:** £7.50 per hour

**Job Type:** Apprenticeship

**Closing Date:** 30/07/2017

**Staff Group:** Administrative & Clerical

**Job Ref:** 449-CP459

## [Apprentice Healthcare Assistant](#)

**Community Health Services**

**Solent NHS Trust, Southampton**

Are you looking for a future career in the NHS? Would you like the opportunity to learn new skills whilst undertaking a nationally recognised qualification? Solent NHS Trust is seeking to recruit a number of Health Care Assistants to undertake the Care Certificate with the opportunity to then...

**Salary:** £7.50 per hour

**Job Type:** Fixed term

**Closing Date:** 30/07/2017

**Staff Group:** Additional Clinical Services

**Job Ref:** 449-AS0459

Find more opportunities here: [www.jobs.nhs.uk](http://www.jobs.nhs.uk)

# University of Winchester

There are a number of vacancies available at the University of Winchester and the Winchester School of Art. Click on the links to find out more about each vacancy.

## Vacancy Information

### [EDU-S16 - Programme Administrator \(ITE\)](#)

The Faculty of Education, Health and Social Care is seeking a Programme Administrator to work within the Department of Teacher Development. The Programme Administrator is a member of an administrative team primarily responsible for servicing the work of the ITE section of the Department of Teacher D...[\[more details\]](#);

**Job Reference:** 1534

**Application closing date:** 10/08/2017

**Package:** £19,485 to £21,843 per annum, pro rata. Part time, 34 hours per week.

### [MRK-B30 - Content Marketing Officer x 2](#)

An exciting new opportunity has arisen for two Content Marketing Officer's to join our growing Marketing team on a fixed term basis. You'll support the team in delivering outstanding, personalised marketing communications primarily with prospective students. On any day you might be creating a new vi...[\[more details\]](#);

**Job Reference:** 1532

**Application closing date:** 20/07/2017

**Package:** Full time, 37 hours a week, fixed term for one year. £19,485 to £21,843 per annum.

## Winchester School of Art Vacancies

Find vacancies at the Winchester School of Art by clicking here:

<https://jobs.soton.ac.uk/vacancies.aspx?cat=293&type=9>



JOBSHOP

As a University of Winchester student or graduate you can search JobShop for:

- graduate jobs and schemes for final year students and recent graduates
- casual, temporary, fixed-term and part-time roles for current students
- internships, placements, vacation schemes and work experience
- volunteering opportunities locally and nationally

You can also receive notifications when relevant adverts are posted on the system.

To view the database you need to register, by visiting this link:

<http://www.winchester.prospects.ac.uk/> You can then login whenever and wherever you want.

[recruitment.winchester.ac.uk](http://recruitment.winchester.ac.uk)

# Whiteley Shopping Centre Vacancies

Vacancy	Company	Closing Date	Find out more
<a href="#">Part - Time Sales Assistant</a>	Clintons	Not specified	<a href="#">Find out more</a>
<a href="#">Saturday Assistants Required</a>	Hair OTT	Not specified	<a href="#">Find out more</a>
<a href="#">Sales Assistants Required</a>	JD	Not specified	<a href="#">Find out more</a>
<a href="#">Part - Time Bar Tender</a>	Coast to Coast	Not specified	<a href="#">Find out more</a>
<a href="#">Part - Time Server</a>	Coast to Coast	Not specified	<a href="#">Find out more</a>
<a href="#">Part - Time Sales Assistants</a>	Joules	Not specified	<a href="#">Find out more</a>
<a href="#">Part - Time Sales Assistants Required</a>	Tiger	Not specified	<a href="#">Find out more</a>
<a href="#">Part - Time Customer Consultant</a>	The Body Shop	Not specified	<a href="#">Find out more</a>
<a href="#">Service Team - Cleaning</a>	Service Team	Not specified	<a href="#">Find out more</a>
<a href="#">Waitresses Required</a>	Harvester	Not specified	<a href="#">Find out more</a>
<a href="#">Cleaners Required</a>	Rock Up	Not specified	<a href="#">Find out more</a>
<a href="#">Sales Assistant - 8 Hour Contract Fixed term</a>	Mamas & Papas	Not specified	<a href="#">Find out more</a>
<a href="#">Crew Team Members - Full-time &amp; Part-time opportunities</a>	Five Guys	Not specified	<a href="#">Find out more</a>
<a href="#">Back Of House Team Members x 2</a>	Yo! Sushi	Not specified	<a href="#">Find out more</a>

[www.whiteleyshopping.co.uk/vacancies](http://www.whiteleyshopping.co.uk/vacancies)



# Other Vacancies

<b>Vacancy</b>	<b>Company</b>	<b>Information</b>
<a href="#"><u>Room Attendant</u></a>	Hotelcare	£7.50 an hour The Room Attendant is responsible for ensuring that the guest's room looks and feels fantastic for them, either when they first check in at the hotel or when...
<a href="#"><u>General Assistant</u></a>	J Sainsbury's	This could involve everything from assisting customers with their enquiries and maintaining an uncluttered environment to replenishing stock and supporting...
<a href="#"><u>EVENING CLEANER</u></a> <a href="#"><u>£8.50 - £10 per hour</u></a>	The Retro Cleaning Company Ltd	£8.50 - £10.00 an hour Required licence or certification: Do you have your own transport? Excellent attention to detail....
<a href="#"><u>Optical Assistant - Winchester, Hampshire</u></a>	Specsavers	We'll continue to develop and expand your knowledge of vision problems, eyecare and our products You've already demonstrated that you're a natural when it comes...
<a href="#"><u>Cashier</u></a>	C & H Fabrics	£7.50 an hour Daily cashing up of previous days cash, cheque and credit card sales. The cashier is occasionally required to help out with other areas of the store...
<a href="#"><u>Graduate Building Surveyor</u></a>	Ridge and Partners LLP	We currently work for a wide range of major commercial Clients in the Retail, Healthcare, Insurance and IT sectors as well as several leading Universities...
<a href="#"><u>Instore Team Member</u></a>	Domino's Pizza	Here at Domino's Pizza we're looking for people with a positive attitude, enthusiasm and drive and a passion to provide excellent pizzas and customer service...
<a href="#"><u>Bar Person/Waiter</u></a>	The Winchester Hotel and Spa	£7.05 - £7.50 an hour Our busy cocktail bar is expanding and we are currently looking for hard working, enthusiastic people to join our charismatic bar team on a full time (40 Hours...
<a href="#"><u>Art Consultant</u></a>	Whitewall Galleries	A fantastic opportunity has arisen for a sales driven, customer focused candidate to join one of our prestigious Galleries as an Art Sales Consultant....
<a href="#"><u>McDoanlds Staff Member / Crew Member Winchester</u></a>	McDonalds	£7.55 an hour Specific responsibilities that involve serving customers include working behind the counter on the till and being out in the dining areas looking after our...

# Other Vacancies

<b>Vacancy</b>	<b>Company</b>	<b>Information</b>
<a href="#"><u>Care Worker £10 per hour</u></a>	Bluebird Care	£10 an hour Your role as Care Worker enables our wonderful customers to remain living independently in their own homes, supporting them to remain healthy and happy....
<a href="#"><u>Sales Assistant</u></a>	Winchester Caravans	£17,000 a year At Winchester Caravans, we are proud to consistently give our customers the same high level of service we would expect ourselves, and we are currently looking...
<a href="#"><u>Team Member</u></a>	Greggs Plc	Deliver relevant added-value to customers to increase sales. Greggs Team Members are the face and voice of our organisation, engaging with our customers and...
<a href="#"><u>Part Time Sales Advisor</u></a>	Pine and Oak Furniture Ltd	We are currently recruiting for a Part time Sales Advisor at our Winchester store. Please forward a current CV to the Winchester store e-mail address provided ...
<a href="#"><u>Customer Assistant - 11 - 34 Hours Lidl</u></a>	Lidl	£8.45 - £9.79 an hour Access to corporate discounts on a range of products and services (including holidays, home and garden products, leisure activities and more)....
<a href="#"><u>Retail Customer Assistant</u></a>	Royal Voluntary Service	£7.50 an hour As a Retail Customer Assistant, you will participate in all aspects of the day-to-day running of the shop and cafés, providing a friendly, helpful and efficient...
<a href="#"><u>1:1 Short Breaks Workers (Winchester)</u></a>	KIDS Charity	£7.50 an hour KIDS are looking for 1:1 short breaks workers to support disabled children and young people to access the community in Southampton and surrounding areas....
<a href="#"><u>Apprentice Social Care Worker</u></a>	Choice Care Group	£13,650 a year Successful applicants will be required to provide an enhanced DBS Disclosure, Don't worry if you have criminal record as this will not be an automatic bar to...
<a href="#"><u>Sales Assistant</u></a>	WHSmith	£4.55 - £7.50 an hour Working in a team you will play an active role in providing a positive customer experience and driving sales. Approaching customers that may require assistance...
<a href="#"><u>Customer Service Assistant</u></a>	Burger King, Costa	£9.02 an hour A normal day's work may include looking after our customers in a shop or restaurant, handling cash, preparing refreshments and food, keeping the place tidy or...

# Job Profile

## Stock Control Assistant

Stock control assistants keep track of stock levels and make sure there are enough supplies to meet customer demand.

### Entry Requirements:

There are no set requirements. You'll need good computer skills to keep records systems up to date. You'll also need to be good with numbers and able to work as part of a team.

Previous experience in stock control, retail or office admin would be helpful.

You could get into this job by doing a supply chain, retail or warehousing [apprenticeship](#).

### Skills you'll need:

You'll need:

- good communication skills
- customer service skills
- good time management
- the ability to work quickly under pressure
- a high level of attention to detail



### What you'll do:

Your day-to-day tasks may include:

- processing orders
- making sure paperwork is correctly filled out
- checking stock levels and ordering new stock
- updating stock information on computer systems
- receiving deliveries
- making sure orders are dispatched on time
- answering customer enquiries online, over the phone and face-to-face
- carrying out spot checks and audits



Your job may also include other duties like forklift driving or serving customers over the counter.

You'll work in places like shops, warehouses and distribution centres.

### Career path and progression:

With experience, you could become a stock supervisor or manager. At this level, you would lead a team, forecast stock levels and work closely with suppliers.

You could also work as a retail buyer, looking at consumer trends and selecting which products your company will sell.



Starting Salary:

£13,500 to  
£30,000 per year



Hours per week:

37.5

**Information from National Careers Service**

[For more information click here](#)

# Volunteering

Voluntary work can be rewarding and give you the skills to help you into work



Visit these websites for more information

[vinspired.com](http://vinspired.com)

[www.volunteercentrewinchester.org.uk](http://www.volunteercentrewinchester.org.uk)

[www.do-it.org.uk](http://www.do-it.org.uk)

## This month's featured opportunities:

Title	Organisation	Location
<a href="#"><u>Volunteer Lunch Club Helpers</u></a>	Age UK Mid Hampshire	Winchester
<a href="#"><u>Volunteer Events &amp; Fundraising Assistant</u></a>	Age UK Mid Hampshire	Winchester
<a href="#"><u>Fashion and Bargain Hunters Winchester Shop</u></a>	Naomi House	8 St George's Street, Winchester, SO23 8BG
<a href="#"><u>Win City Marshal</u></a>	ReesLeisure	Winchester Guildhall, The Broadway, Winchester, SO23 9GH
<a href="#"><u>Arts and Crafts Leader</u></a>	St John's Winchester	32 St John's South, The Broadway, Winchester, SO23 9LN
<a href="#"><u>Farm/Countryside Education Volunteers (Eastleigh)</u></a>	The Country Trust – Hampshire	Working farms and estates throughout Hampshire
<a href="#"><u>LYLAC PR, Communications &amp; Social Media Volunteer</u></a>	LYLAC: Live Your Life After Cancer	Hampshire

This is just a selection of what's available – see the full list of opportunities at <https://do-it.org/>

\* Something valuable to add to your CV \* Improve future employment prospects \*  
\* Help your local community \*

# Apprenticeships

The following is just a selection of the Apprenticeships available in Winchester. There are currently over 130 Apprenticeship Vacancies in and around Winchester so if you can't find something you're looking for in this selection, please click here: [Apprenticeships in Winchester](#)

Apprenticeship Advert	Where	Information	Closing Date
<a href="#">IT Technician Apprentice - 11881</a>	Winchester College	An exciting opportunity has arisen for a Technician Apprentice within the IT Services at Winchester College. This vacancy is for a full-time post and will suit an enthusiastic and positive person with a keen interest in a career in IT. School/college leavers' post-exams, or those seeking a career change will be considered.	30 <sup>th</sup> September 2017
<a href="#">Apprentice - Retail Travel Services (Winchester)</a>	Hays Travel Ltd	NVQ level 3 in Travel Services, we will support your development through a structured programme which will help your product knowledge, customer service and selling skills enabling you to grow in confidence and reach your full potential.	11 <sup>th</sup> August 2017
<a href="#">APPRENTICE PLUMBER / HEATING ENGINEER</a>	Winchester College	To develop the practical skills of plumbing, in association with an appropriate apprentice training course. To support our existing team in carrying out plumbing work required in the maintenance, improvement and alteration of the College's varied building stock.	31 <sup>st</sup> July 2017
<a href="#">Dance Apprentice</a>	Integr8 Dance Limited	To assist in expanding our busy dance school in a wide range of contexts such as schools, community venues and private classes This role will include: Helping with our existing recreational dance classes, Assisting dance coaches in schools in curriculum time, Help to develop new classes, Get involved with our choreograph for competitions,	31 <sup>st</sup> July 2017
<a href="#">Apprentice Print Finisher</a>	Culverlands Press Ltd	This is an exciting opportunity to join a busy and successful print business. You will complete a varied role as an Apprentice Print Finisher, which will cover a wide range of different printing equipment and the elements required to operate them.	31 <sup>st</sup> July 2017

## Find an Apprenticeship

<b>Apprenticeship Advert</b>	<b>Where</b>	<b>Information</b>	<b>Closing Date</b>
<a href="#"><u>Apprentice Nursery Practitioner</u></a>	Maples Day Nursery	If you are committed to the wellbeing of children and helping them to thrive and get the best start in life, this opportunity with Maples Day Nursery is ideal for you.	14 <sup>th</sup> August 2017
<a href="#"><u>Business Administration Apprentice</u></a>	Rochem Technical Services Ltd	We are looking for a reliable office administrator to work in our growing engineering company. You will undertake administrative tasks, ensuring the rest of the staff has adequate support to work efficiently	30 <sup>th</sup> October 2017
<a href="#"><u>Apprentice Service Technician</u></a>	Winchester Motor Co Ltd	As a Service Technician you will be involved in all aspects of maintenance and repair from routine servicing to the complete component overhaul of vehicle systems.	31 <sup>st</sup> October 2017
<a href="#"><u>Roads Technician Apprentice</u></a>	Kier Highways Limited	To provide support to the highways team with the scoping, developing, administrating and delivering a wide variety of highway schemes.	6 <sup>th</sup> August 2017
<a href="#"><u>Apprentice Landscape Gardener</u></a>	Sage Living Spaces Ltd	We are offering an exciting opportunity for the right candidate to begin/progress a career as a Landscape Gardener.	31 <sup>st</sup> July 2017
<a href="#"><u>Apprentice IT Support Analyst</u></a>	Box-It	This is a fantastic opportunity to start your IT career. This is primarily a 1st Line support role based in the 1st Line Team, however will have with opportunities to move and develop within the company to build your career following successful completion of the Apprenticeship.	13 <sup>th</sup> August 2017
<a href="#"><u>Customer Service Apprenticeship</u></a>	Starbucks	We have an exciting opportunity for you to work at one of the top 100 companies to work for and become a Starbucks Barista within our Equity Starbucks stores in the SO22 area.	12 <sup>th</sup> August 2017

Find out more about [Grants for Apprentices](#)

To advertise your vacancies, please [Contact Us](#)

# Traineeships

If you feel you're not ready for an apprenticeship, a traineeship is a course designed to prepare you for one. The following is just a selection of the Traineeships available in and around Winchester. There are currently over 10 Traineeship Vacancies in and around Winchester so if you can't find something you're looking for in this selection, please click here: [Traineeships in Winchester](#)

<b>Traineeship Advert</b>	<b>Where</b>	<b>Information</b>	<b>Closing Date</b>
<a href="#">Traineeship in Warehousing</a>	British Heart Foundation Sales Limited	This Traineeship opportunity is an unpaid Work Experience placement as part of an entry to work course with one of UK's largest and most successful charity retailers. This opportunity offers a very stringent and supportive training programme not to be missed.	30 <sup>th</sup> November 2017
<a href="#">TRAINEESHIP in Retail Clothing Shop</a>	British Heart Foundation Sales Limited	This Traineeship opportunity is an unpaid Work Experience placement as part of an entry to work course with one of UK's largest and most successful charity retailer's. This opportunity offers a very stringent & supportive training programme not to be missed!	30 <sup>th</sup> November 2017
<a href="#">TRAINEESHIP in Warehousing Furniture &amp; Electrical Store</a>	British Heart Foundation Sales Limited	This Traineeship opportunity is an unpaid Work Experience placement as part of an entry to work course with one of UK's largest and most successful charity retailer's. This opportunity offers a very stringent & supportive training programme not to be missed	30 <sup>th</sup> November 2017
<a href="#">Traineeship in IT</a>	Basingstoke Itec	Our IT Traineeship gives young people the skills, basic qualifications and work experience to progress onto an apprenticeship.	14 <sup>th</sup> August 2017

# Useful Information

## Useful websites, information and contact details:

National Careers Service	Tel: 0800 100 900 Website: <a href="http://nationalcareersservice.direct.gov.uk">nationalcareersservice.direct.gov.uk</a>
Winchester City Council	<a href="http://www.winchester.gov.uk">www.winchester.gov.uk</a>
Childline	Tel: 0800 11 11 Website: <a href="http://www.childline.org.uk">www.childline.org.uk</a>
Job Centre Plus	Winchester Jobcentre Plus Office City Gate, 1-8 City Road, Winchester, Hampshire, SO23 8GA Telephone: 0845 604 3719 Textphone: 0845 608 8551

## Job Search Websites

Universal Job Match	<a href="http://jobseekers.direct.gov.uk">jobseekers.direct.gov.uk</a>
Daily Echo	<a href="http://www.dailyecho.co.uk/jobs/?ref=mnav">www.dailyecho.co.uk/jobs/?ref=mnav</a>
Reed	<a href="http://www.reed.co.uk">www.reed.co.uk</a>
Total Jobs	<a href="http://www.totaljobs.com">www.totaljobs.com</a>
NHS Jobs	<a href="http://www.jobs.nhs.uk">www.jobs.nhs.uk</a>
Monster	<a href="http://www.monster.co.uk">www.monster.co.uk</a>
Everyjobsite	<a href="http://www.everyjobsite.co.uk">www.everyjobsite.co.uk</a>
Jobsite	<a href="http://www.jobsite.co.uk">www.jobsite.co.uk</a>
Fish4Jobs	<a href="http://www.fish4.co.uk/jobs">www.fish4.co.uk/jobs</a>
Indeed	<a href="http://www.indeed.co.uk">www.indeed.co.uk</a>
CV Library	<a href="http://www.cv-library.co.uk">www.cv-library.co.uk</a>



# Employment Mentoring

Winchester City Council is working with the national agency [Sova](#) to provide a service to help unemployed people to find work.

The project, which is funded by Winchester City Council and run by national charity [Sova](#), recruits local mentors to provide practical and moral support to unemployed residents in the Winchester District.

## Could our mentors help you look for work?

The service is free. You will be carefully matched with a dedicated mentor who will tailor the service to suit you.

Mentors could help you with the following:

- building CVs
- job searches
- interview techniques
- developing new skills such as using computers, the Internet or budgeting
- sourcing training and volunteering opportunities
- signposting to specialist services that can help you move towards employment
- becoming self employed
- taking up a traineeship or apprenticeship
- filling in forms for benefits, for example [Winchester City Council 'Access to Work Grants'](#)
- setting up a bank account.

If you would like help with finding work and you live within the Winchester District please contact Alex Solomon at [asolomon@winchester.gov.uk](mailto:asolomon@winchester.gov.uk) or on 07980 732 005.



[Click here for more information](#)

# Work Placement Scheme

## Having trouble finding a job?

Building on the success of its Employment Mentoring Scheme, Winchester City Council has set up a new scheme to help unemployed people across Winchester district get back to work.

- **Job Variety** - a variety of local employers are offering temporary placements
- **Suited to you** - each placement is carefully tailored around the job seeker's needs and hours
- **Easy to access** - scheme co-ordinator works with job seeker to remove barriers to work
- **Training** - scheme co-ordinator can also seek training or apprenticeship opportunities for job seekers
- **Experience** - job seeker gains valuable work experience and contacts



**Winchester**  
City Council

**CAROLYN JAY**

Employment, Education and Training Co-ordinator

tel 01962 848 417

mob 07767 670 760

e-mail [cjay@winchester.gov.uk](mailto:cjay@winchester.gov.uk)

website [www.winchester.gov.uk](http://www.winchester.gov.uk)

**Economy  
and Arts**

City Offices  
Colebrook Street  
Winchester  
Hampshire SO23 9LJ



**All job seekers over  
the age of 16 can join**

There is no requirement to be in receipt of benefits.

For more details, to join the scheme or to refer someone please contact Carolyn

[www.winchester.gov.uk/work-placement-scheme](http://www.winchester.gov.uk/work-placement-scheme)



**Winchester**  
City Council

# Notes

The Winchester Young People's Jobs Bulletin is produced monthly by  
Southampton City Council on behalf of Winchester City Council

**The next bulletin will be on 21<sup>st</sup> August 2017**  
To advertise your vacancies in the bulletin, please **Contact Us**