

Job Vacancies November/December 2023:

For more information about vacancies please contact Sue Boucher at Selsey Employment Service:

E: sue@selseycommunityforum.uk T: 01243 201616 M: 07835 234 972

or via Selsey Care Shop, 121 High Street, Selsey, PO20 0QB.

Job Title:	Company:	Job Description:	Contact Details:
Digital Support Apprentice – Level 3	White Horse Caravan Company	<p><i>White Horse Caravan Company is part of Cove UK. GCSE in Maths or English, Grades 9 – 4 (A* - C), or equivalent is essential.</i></p> <p>On the job training and full study package are available. 18 month apprenticeship. Full Time hours.</p> <p style="text-align: center;"><i>For full description, and to apply, please see Indeed or email Cove UK.</i></p>	<p>Apply via Indeed. E: careers@cove.co.uk</p>
Cleaners	Maid2Clean	<p>Part Time – flexible hours, starting with 2 or 3 houses per week.</p> <p>Home cleaners to clean in private homes. Candidates must be reliable and trustworthy. Experience is preferred, but not essential.</p> <p>Own transport is an advantage. Applicants must give 2 forms of ID and 2 references.</p>	<p>Apply via DWP Find a Job site (<i>link below</i>) https://findajob.dwp.gov.uk/</p> <p>or apply directly online (<i>link below</i>) https://www.maid2clean.co.uk/cleaning-jobs/?id=45</p>
Retail Supervisor	Co-op	<p>Part Time covering various shifts – to be discussed at interview.</p> <p>Full training given. Applicants must be over 18 years of age.</p>	<p>Apply via DWP Find a Job site (<i>link below</i>) https://findajob.dwp.gov.uk/</p>
Barista	Costa	<p>Part Time hours available.</p> <p style="text-align: center;"><i>For full job description, and to apply, please see Indeed or the Costa Careers Website.</i></p>	<p>Apply via Indeed. E: careers@scoffs-group.co.uk W: https://www.costacareers.co.uk/</p>
Mortgage Administrator	Highhouse Money Ltd	<p>Part Time hours; covering 25 – 30 hours a week, but may possibly increase to full time.</p> <p>Office based in Selsey High Street.</p> <p>Prior experience within the financial services industry</p>	<p>Apply via Indeed.</p>

		preferred but not essential. Training will be available.	
Welder	Fabritec Engineering Solutions Ltd	Fabricating:- 3 years (preferred). Own transport is needed. The hours and salary can be discussed at interview. <i>For full job descriptions, and to apply, please see Indeed.</i>	Apply via Indeed.
Customer Service Assistant	One Stop	<i>For full job description, and to apply, please see Indeed.</i>	Apply via Indeed or DWP Find a Job site (<i>link below</i>) https://findajob.dwp.gov.uk/
Hygiene Department Manager Multi-skilled Engineer Quality Auditor Production Operative Logistics Operative Manufacturing Operative	Nature's Way	<i>For full job descriptions, and to apply, please see the Nature's Way website.</i>	Apply via Nature's Way website (<i>link below</i>) Nature's Way Careers
Various Roles Available <i>May include; cleaning, bar work, retail or hospitality.</i>	Cove UK	<i>Locations – Medmerry Park. – Seal Bay Resort.</i> <i>Some age restrictions may apply.</i>	For more information, please email careers@cove.co.uk
Assembly Operator	Dometic	<i>For full job descriptions, and to apply, please see Indeed.</i>	Apply via Indeed.
Kitchen Assistant	The Old Malthouse	<i>Full Time Kitchen Assistant, 3 – 4 days per week and includes alternate weekends.</i> <i>Shift pattern – 8 – 7.</i> <i>Full training will be given.</i> <i>Telephone – 01243 605410</i>	Email – the.old.malthouse@hotmail.co.uk
PA/Team Administrator	The Thrive Team	<i>Approximately 18 hours per week (with flexibility) – office based.</i> <i>Previous experience in recruitment, HR or training sectors is preferred but not essential.</i>	To apply, please send your CV and a covering letter to martin@thethriveteam.co.uk

For more information about the role, or to have an informal discussion please call Martin Grady, Managing Director on 01243 957667.

Closing date for applications is 30/11/2023.

Volunteering Roles

Title:	Company:	Role Description:	Contact Details:
Volunteer	Youth Dream	Various roles available. Roles could include; mentoring young people through 1:1 support, helping at various youth clubs (for example, sewing and craft) and support for holiday activity schemes. DBS required.	Youth Dream T: 01243 608943 E: thebridge@youthdream.co.uk Address: The Bridge Youth Support Centre (behind Selsey Library), School Lane, PO20 9EH.
Volunteer	St Wilfrid's Hospice Charity Shop	Various hours. No DBS Check required . Full Training Given.	Register your interest on Get Volunteering Website (link below) Get Volunteering Address: 137 Hight Street, Selsey
Volunteer	Brent Lodge Bird & Wildlife Trust Charity Shop	Various hours.	Register your interest on Get Volunteering Website (link below) Get Volunteering Address: 8 New Parade, Selsey
Volunteer	Selsey Community Forum	Various role available. Induction training given, along with on-the-job training.	T: 01243 201616 A: Selsey Care Shop, 121 High Street, Selsey, PO20 0QB W: https://www.selseycommunityforum.uk/
Volunteer Driver	Buddy Assisted Transport Service – part of Selsey Community Forum	Driving and assisting people to and from doctor or hospital appointments.	E: janet@selseycommunityforum.uk T: 07394 399 381

Website Links: Indeed – <https://uk.indeed.com/> DWP Find a Job – <https://findajob.dwp.gov.uk/>

Last Updated: 07/11/2023