



For more information or to apply online:

cumbria.gov.uk/jobs

Jobs Bulletin

16 November 2012

INTERNAL APPLICANTS ONLY

Leaving Care Advisor

Job Ref: CH1246i

Salary: £22,221 – £25,472.

(Starting salary £24,646 inc temp additional allowance).

Location: **BARROW IN FURNESS** usually based at Market Street

Creative and innovative worker required to advocate, support and motivate our care leavers aged 15-25 to succeed as they move towards independence.

Appointment to this post is subject to **Enhanced** Vetting Checks.

Closing date: 23 November 2012. Interview date: 5 December 2012.

Higher Level Teaching Assistant (HHTS)

Salary: £22,221 – £25,472 pro rata.

Job Ref: CH1244i

(Starting salary is £24,646 (pro rata) inc temp additional allowance). 34.5 hours weekly (term-time only).

We require an experienced HHTA to work within the Home and Hospital Tuition Service based at West Cumbria Learning Centre teaching pupils ranging across KS2, 3 & 4.

Appointment to this post is subject to **Enhanced** Vetting Checks.

Closing date: 23 November 2012. Interview date: 14 December 2012.

English Specialist Teacher

Job Ref: CH1242i

Salary: Teachers Terms and Conditions + SEN allocation.

Location: **WEST CUMBRIA LEARNING CENTRE**

We require an experienced English Teacher to work within the Pupil Referral Unit teaching pupils ranging across KS2, 3 & 4.

Appointment to this post is subject to **Enhanced** Vetting Checks.

Closing date: 23 November 2012. Interview date: 11 December 2012.

Specialist Teacher

Job Ref: CH1243i

Salary: Teachers Terms and Conditions + SEN allocation.

Location: **WEST CUMBRIA LEARNING CENTRE**

We require an experienced Teacher to work within the Pupil Referral Unit teaching pupils ranging across KS2, 3 & 4.

Appointment to this post is subject to **Enhanced** Vetting Checks.

Closing date: 23 November 2012. Interview date: 11 December 2012.

HR/Payroll Administrator

Job Ref: RE474i

Salary: £17,161 – £17,802 pro rata.

Temporary to 31 October 2013.

Location: **CARLISLE** usually based at Parkhouse Building

Processing information to tight deadlines, ensuring timely payments are made and HR administration functions are undertaken in accordance with CCC and legislative guidance, policies and procedures.

Closing date: 24 November 2012. Interview date: 29 November 2012.

For more information and to apply on-line for the above posts please visit www.cumbria.gov.uk/jobsandcareers or contact (01228) 223480. Please quote relevant reference number.

Business Support Officer (readvertised)

Salary: £17,161 – £17,802.

Job Ref: EN261i

Job share will be considered.

Location: **CARLISLE** usually based at the Lonsdale Building

An exciting opportunity exists within the Environment Directorate for a Business Support Officer to provide personal assistant support to the Assistant Director, Planning and Sustainability.

Closing date: 23 November 2012. Interview date: 13 December 2012.

For more information and to apply on-line please visit www.cumbria.gov.uk/jobsandcareers or contact (01228) 223480. Please quote relevant reference number.

Teaching Assistant

Job Ref: CH1237i

Salary: £16,440 - £16,830 pro rata.

As and when required/Term Time.

Location: **Various Learning Support Services locations**

Join our supply register. Work involves supporting children with additional educational needs. And in class support Applicants must be contactable by phone and able to work at short notice. NVQ 2 essential expected reasonable distance to travel 15 miles.

Appointment to this post is subject to **Enhanced** Vetting Checks.

For more details and an application form contact Learning Support West (01946) 506220.

Closing date: 21 November 2012. Interview date: w/c 3 December 2012.

If you have a CCC 'MyHR' login and password use these details to sign on through the 'Existing user login' tab on the 'Job Search' page.

If you have not used the CCC on-line application process before and do not have a CCC 'MyHR' login, the system will prompt you to use the 'New User Registration' option. If this is case and you are a CCC employee, contact (01228) 223477 once you have registered so we can link your 'Web Recruitment' record to your CCC employee record.

IMPORTANT NOTICE

JOBS BULLETIN - ADVERTISING CHARGES

All recruitment adverts that appear within the Jobs Bulletin that have not been placed by the client within other publications, ie local or national newspapers, magazines etc will be charged out at £50.00 ex VAT.

VACANCIES OPEN TO ALL APPLICANTS

NEWLAITHES INFANT SCHOOL, Langrigg Road, CARLISLE, CA2 6DX.
Website: www.newinf.cumbria.sch.uk Headteacher/Chief Officer: Mrs Julie Willows Tel: (01228) 525756. secretary@newinf.cumbria.sch.uk

Middy Supervisor - 6.25 hours per week

PCD1A £14,733 per annum pro rata.

Required as soon as possible.

Newlaithes Infant School is seeking to appoint a midday supervisor. Along with the normal lunchtime duties, you will help to ensure that the children are safe, secure and in a caring and happy environment. Duties include:

- Supervising and assisting in the dining hall
- Ensuring children are safe, happy and well-behaved during the lunchtime period
- Supervising and helping with the children outside on the playground or in the classrooms if it rains.

The post will commence as soon as possible. The successful candidate will be working from 12 noon – 1.15pm. Monday to Friday, term-time only.

For further information and an application pack please look at our website www.newinf.cumbria.sch.uk where all forms can be downloaded.

Closing date for applications: Monday 19 November 2012 at 9am.

Interviews: 21 November 2012.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that this commitment is reflected in our recruitment and selection practice. Successful candidates will be subject to enhanced Criminal Records Bureau checks along with other relevant employment checks.

STAINBURN SCHOOL AND SCIENCE COLLEGE, Stainburn Road, WORKINGTON, Cumbria CA14 4EB. Tel No. 01900 873926.

Senior Science Technician

Single status PCD2.5A Grade 5 £16,440. 37 hours per week, full time (negotiable), term time, permanent to commence January 2013. Plus 5 days INSET and 5 days closure.

We are looking for a well-motivated person, with a background in practical Science, to work as our Senior Technician in providing high quality practical support to a very successful and forward thinking department. You will have line management responsibility for another technician within the department and previous experience within a school Science department would be an advantage but is not essential.

Application forms available from Mrs Burleigh, PA to Headteacher. Tel: (01900) 873926.

joanne@stainburn.cumbria.sch.uk or www.stainburn.cumbria.sch.uk

Closing date Friday 23 November 2012.

Interviews will be held week commencing Monday 3 December 2012.

Stainburn School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Criminal Records Bureau.

Business Support Administration Assistant

Salary: £15,725 - £16,054.

Job Ref: SA197e

Location: PENRITH usually based at Cumbria Fire & Rescue

Service HQ

With experience of working in a busy reception, you will organise resources and provide information and business administration support to staff and visitors to the building.

Closing date: 26 November 2012. Interview date: 11 December 2012.

Casual Kitchen Team Leader

Job Ref: FM341e

Salary: £15,725 – £16,830 pro rata. (Starting salary is £16,440 (pro rata) inc temp additional allowance). As and when required.

Location: Various West locations

We are seeking to recruit a Kitchen Team Leader to deliver quality foodservice on site managing all aspects of the kitchen procedures with a hands on approach.

Appointment to this post is subject to Enhanced Vetting Checks

Closing date: 23 November 2012. Interview date: 30 November 2012.

For more information and to apply on-line for either of the above posts please visit www.cumbria.gov.uk/jobsandcareers or contact (01228) 223480. Please quote relevant reference number.

Kitchen Team Leader

Job Ref: FM340e

Salary: £16,440 – £16,830 pro rata. 20 core hours.

Location: WIGTON usually based at St Cuthbert's Catholic Primary School

We are seeking to recruit a Kitchen Team Leader to deliver quality foodservice on site managing all aspects of the kitchen procedures with a hands on approach.

Closing date: 23 November 2012. Interview date: 30 November 2012.

Cleaning Operative

Job Ref: FM339e

Salary: £12,145 - £12,312 pro rata. 10 hours weekly.

Location: WORKINGTON usually based at Southfield Technology College

Appointment to this post is subject to Enhanced Vetting Checks.

Closing date: 23 November 2012. Interview date: 30 November 2012.

Location: CARLISLE usually based Petteril House Residential Home

Support Worker (2 Posts)

Post 1: 26 hours

Job Ref: CC792e

Post 2: 20 hours

Job Ref: CC793e

Salary: £14,733 - £16,830 pro rata. (Starting salary is £16,440 (pro rata) inc temp additional allowance).

These posts may include weekend working and shift work.

Can you work effectively to deliver personal and social care to enable services users to maximise a high level of personal independence, choice and control.

Appointment to these posts is subject to Enhanced Vetting Checks

Closing date: 14 November 2012. Interview date: 28 November 2012.

For more information and to apply on-line for any of the above posts please visit www.cumbria.gov.uk/jobsandcareers or contact (01228) 223480. Please quote relevant reference number.



CASUAL COVER SUPERVISORS

NJC Point 14-18 (£17,161 - £19,126) pro rata

The school is looking to build a team of Casual Cover Supervisors who will work on a casual basis based on the needs of the school and their availability.

Key responsibilities of the post will be to take sole charge of the classroom, ensuring students remain focused and on task. No active teaching is required as students will learn by carrying out pre-prepared work under supervision. Minimum qualifications: 5 A*-C GCSE or equivalent, including English and Maths.

MIDDAY SUPERVISORS

6¼ hrs per week, 12.10-1.25 pm, term time only
(paid 44.2 weeks)

NJC point 13 £15,444 pro rata (£8.01 per hour)

Required immediately to assist, indoors and outside, with the support and supervision of students during the lunch break. A flexible attitude, patience and energy and a genuine liking for young people are vital.

Please go to www.williamhoward.cumbria.sch.uk for further details and application form or telephone 016977 45766. The closing date for applications is 9.00 am, Wednesday 28 November.





The **DEDICATED PARTNERSHIP Ltd**
PROMOTING TOURISM

Apprenticeship Opportunity - Online Marketing Assistant

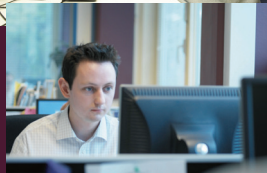
An exciting opportunity has arisen to join a growing internet marketing company in Kendal.

Cumbria County Council's South Lakeland Local Committee has supported the Dedicated Partnership to create an Apprenticeship to assist them with their Online Marketing. The Dedicated Partnership is a thriving, established internet marketing company that has been in business since 1996. They are seeking an Apprentice to be involved with a whole spectrum of tasks - including working with databases, creating content for existing websites, and working with social media.

As an Apprentice, you will learn and earn at the same time - spending most of the time developing your skills 'on-the-job', and also attending Kendal College one day per week. You will be employed by The Dedicated Partnership, but will be gaining a formal qualification as you go along.

The Dedicated Partnership is seeking candidates with the following:

- Excellent computer skills
- Excellent grasp of written English
- Familiarity with social media would be beneficial
- Hard-working and conscientious



If you are interested in being considered for this Apprenticeship, please go online using the following link www.apprenticeships.gov.uk to find out more and apply online.



Education Officer (3 year contract)

£23,708 - £27,052. 37 hours per week.
Closing date for applications is 27 November 2012
Interviews will be held W/c 3 December 2012

Solway Wetlands Officer (3 year contract)

£23,708 - £27,052. 37 hours per week.
Closing date for applications is 27 November 2012
Interviews will be held W/c 3 December 2012

To find out more, please visit our website:
www.allerdale.gov.uk/jobs
or telephone (01900) 702910.

Committed to equal opportunities



Allerdale - a great place to work

The University Hospitals of Morecambe Bay NHS Foundation Trust

CONSULTANT PHYSICIAN WITH AN INTEREST IN ACUTE MEDICINE 10 PA's plus option of an additional 2 PA's

Based at Furness General Hospital.

An exciting opportunity has arisen to join our Trust which is one of the largest providers of healthcare in the area. This is a new appointment to join an existing team of Physicians with special interests to create a dynamic and forward thinking team. This will be a General Internal Medicine post, supporting the GIM On Call rota at Furness General Hospital, and as such it will interest applicants who are dually accredited in GIM.

The Hospitals are situated on the edge of the Lake District National Park, surrounded by an area of outstanding natural beauty offering superb outdoor and recreational activities, particularly related to the sea, lakes, fells and countryside.

The Trust has a keen interest and deep involvement in medical and dental education at both undergraduate and post graduate levels. Medical Students from Lancaster Medical School receive the whole of their education, academic and clinical, in Cumbria and North Lancashire following the Liverpool undergraduate medical curriculum. UHMBFT is the lead NHS organisation and takes responsibility throughout the five years of the degree for the provision of acute practice placements.

You must either be on the GMC Specialist Register in both General Internal Medicine and another Specialist Interest or be within six months of obtaining your CCT award at the time of interview.

Interview expenses will be paid from point of entry to the UK.

Informal discussions and/or visits are welcomed by Dr Paul Grout, Clinical Director - Acute Medical Services. Tel: 01229 870870 via secretary.

For an information pack and to apply please visit www.jobs.nhs.uk. Job Ref: 331-BAM0381012.

Closing Date: 02/12/2012. Interview Date: 17/12/2012.



If you are interested in the posts below and would like further details and an application form please visit our website www.kendal.ac.uk or email jobs@kendal.ac.uk or phone 01539 814742.

ASSISTANT HEAD OF SCHOOL - ENGINEERING

Full-time Permanent Position
Salary £35,282 - £38,565

Are you an outstanding teacher and leader who would like to work for an 'Outstanding' College? This is an exciting challenge to develop a new curriculum area for the College and the chance to work with some of the South Lakeland's world class specialist engineering companies. You should have CAD, milling and turning skills with a high level of CNC design and execution. Ideally you will have taught at HE level and must have excellent knowledge of FE with outstanding employer engagement skills. Previous applicants need not apply.

Closing date for applications: 30 November, 2012

Kendal College is committed to equal opportunities

This is an expanding department and the college would welcome CVs from those interested in future positions which may arise including those at craft and technical level.

If you would like an informal chat about these opportunities please contact us.

In return we offer an opportunity to enhance your skills, work with an excellent team and facilities, generous holiday entitlement and a final salary pension scheme.



We are keen to promote flexible working arrangements wherever possible to support the needs of the service. We are committed to Equal Opportunities and operate a No Smoking Policy.

ST AIDAN'S DAY NURSERY

RELIEF NURSERY NURSES

Applicants must be NVQ
Level 3 or equivalent.

*For an application form please
contact Mrs Elma Dey
01228 631266.*

*Closing date Wednesday
28th November 2012.*

Previous applicants need not apply.



The Glenmore Trust



SUPPORT WORKERS

Penrith Area

Hourly rate between £7.02 and £7.77 Depending on qualifications

Sleep-in rate: £28.15 per night

16-30 Hours (Over time may be available) & Relief positions needed.

Work will include evenings, weekends and sleep-ins.

Due to further service developments we are looking to recruit imaginative, enthusiastic and reliable staff.

Could you enable adults with Disabilities to live and work in the community independently? Are you the kind of person who can listen to people, help people achieve their aspirations and treat people with respect? Can you help with personal care, cooking, cleaning and shopping? Can you work in a person centred way to support people to get involved in social activities and encourage people to make their own decisions? If you answer YES to the above questions, this is the job for you.

No previous experience necessary as full induction and development training is provided on an ongoing basis. As a valued member of staff we will enable you to meet your potential through training, development and promotion opportunities.

If you are interested, please ring Chris Allison on 01228 553104 for further information and to request an application pack. This will include further information about The Glenmore Trust and the job requirements.

Visit our website at www.glenmore.org to find out more or join us at www.facebook.com/theglenmoretrust to see what activities we get involved in. Successful candidates will be subject to an enhanced disclosure.

Closing date: Friday 30 November 2012.

CALDEW

A BUSINESS AND ENTERPRISE SCHOOL

Dalston, Carlisle, Cumbria CA5 7NN.

Tel: (01228) 710044 Fax: 01228 710390.

E-mail: office@caldew.cumbria.sch.uk

Website: www.caldew.cumbria.sch.uk



Teacher of Art – Maternity Cover Full-time · MPS

We are looking for an innovative and enthusiastic teacher of Art who will continue to inspire our students and help to develop effective skills across the full age and ability range during the maternity leave of our current member of staff.

High expectations of staff and students and work of the highest quality are the norm in this well-resourced and effectively led department. Students enjoy being challenged and Art is a popular subject.

Proposed start: February 2013. Interviews: Wednesday 28th November 2012.

Finance Clerk – Permanent

25 hours per week, 43 weeks per year

BS3A (£15,725 - £16,054 per annum pro rata)

We are looking for a Finance Clerk to assist the Business Manager as part of the school's administration team. The role will predominately be to assist with the day-to-day running of the school finance and will also include the operation of the school lettings business.

Proposed start: January 2013. Interviews: Week beginning 3rd December 2012.

Application information can be found on our website or by contacting Mrs Helen Vasilic at school.

Closing date for both posts: Monday 26th November 2012.

Caldew School is committed to the protection and safety of its pupils. The successful applicant will be required to undertake a criminal record check via the CRB. Caldew School is an equal opportunities employer.



Trinity School

Strand Road, Carlisle,
Cumbria

Trinity School is a successful and friendly 11-18 mixed comprehensive school of over 1600 students, of whom around 350 are in the sixth form. The school is a Church of England academy. Trinity is committed to safeguarding and promoting the welfare of children and successful candidates will need to undertake an enhanced disclosure through the CRB.

We offer excellent induction, support and professional development.

Required for January 2013

ADMINISTRATION ASSISTANT

BS3A (£15,725 - £16,054 per annum, pro rata)

25 hours per week, term time only (plus one week)

8.00am – 1.00pm, Monday - Friday

An Administration Assistant is required to provide support to the Sixth Form team. The successful candidate will have excellent organisational and IT skills with the ability to work independently or as part of a team.

LEARNING MENTORS

Temporary, two terms

PCD2.5A (£16,440 - £16,830 per annum, pro rata)

20 hours per week, term time only

We would like to appoint two Learning Mentors to work with our students to raise achievement. Successful candidates are likely to have had experience in an educational setting and of working to support student progress. One mentor will work principally with Key Stage 4, and one mentor with Key Stage 5.

If interested in either the Administration Assistant or Learning Mentors posts, please telephone Judith Clarke, Headteacher's PA, for details (01228 403551) or email jcl@trinity.cumbria.sch.uk.

Required as soon as possible

LIBRARIAN

CE2A (£16,440 - £16,830 per annum, pro rata)

27 hours per week, term time only

Hours of work ranging from 8.15am – 4.30pm

We are seeking to appoint a Librarian to work as an assistant in our libraries. The successful candidate will be flexible, enthusiastic and innovative. You will have a real interest in supporting the learning of our students, developing the work of the Library and have up-to-date IT skills.

CLEANERS

Hourly rate: £6.29 per hour

OPIA (£12,145 - £12,312 per annum, pro rata)

12½ hours per week, 3.15pm – 5.45pm - term time + 2 weeks

Additional cleaning staff are required to join our team. Previous experience preferred, although training will be provided.

If interested in either the Librarian or Cleaners posts, please telephone Julie Irving, Personnel Officer, for details (01228 516051 ext: 308) or email jir@trinity.cumbria.sch.uk.

Interviews for the cleaners are planned for Wednesday 5th December 2012.

The closing date for all of the positions is 12.00 noon, Tuesday 27th November 2012.

Trinity is committed to safeguarding and promoting the welfare of children and successful candidates will need to undertake an enhanced disclosure through the CRB.



Anything of interest? If the answer is 'yes' then telephone the relevant number at the end of each advert for an application form. Please remember to quote a reference number.

If you have not heard from us within 4 weeks of submitting your application please assume that on this occasion your application has been unsuccessful

View jobs and apply on line at

cumbria.gov.uk/jobs

Compiled by Cumbria County Council. Email: advertising_unit@cumbriacc.gov.uk
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Specialist Language College

