

# Qualifications Not Required

## Job Information Sheet

### Live vacancies (on 23<sup>rd</sup> August 2010)

Below is a selection of jobs that do not require applicants to have any formal qualifications. Although these employers are not asking for formal qualification almost all will want applicants to have good literacy, numeracy and communication skills and to be able to prove that they can be both punctual and reliable.

Young people in Central London can search for the full range of job and training opportunities at [www.mychoicelondon.co.uk/choicejobs](http://www.mychoicelondon.co.uk/choicejobs).

When this information sheet was published the following vacancies were available:

LOIS Ref	Vacancy	Organisation	Location	Notes
L19001967	Business Support Apprentice	Non-Government Organisation	Victoria	
L19002008	Apprentice Parliamentary Panel Administrator	Not for Profit Organisation	Westminster	
L27001702	Resident Liaison Officer	Housing	Lambeth	Open to Lambeth residents only
L27002250	Receptionist/ Facilities Assistant	Marketing	London Bridge	
L12003184	Business Administration Apprentice	Community Organisation	Hammersmith	
L19001993	Women into Construction Plant Taster Days	Construction	London 2012 Olympic Site	
L19002011	Apprentice Carpenter – Southwark Resident	Home Building	Canada Water	Must live in Southwark
L 27001694	Trainee Maintenance Operative	Construction	Lambeth	Open to Lambeth residents only
L 27001698	External Rendering Operative	Construction	Lambeth	Open to Lambeth residents only
L27001699	Asphalt Roofing Operative	Construction	Lambeth	Open to Lambeth residents only
L27001700	Operative			
L27001701	Material Controller	Construction	Lambeth	Open to Lambeth residents only
L19001968	Media Runner	Digital Video Equipment	Tottenham Court Road	
L12003163	Trainee Sign Maker	Signs and Graphics	Croydon	
L27002444	Workshop Trainee	Decorative Arts	Park Royal	Drawing skills required
L19001998	Automotive Apprentice	Garage	Camberwell	
L27002295	Service Technician Apprentice	Motor Industry	Dulwich	
L27002297	Service Technician Apprentice	Motor Industry	Dulwich	

<b>L27002298</b>	Service Technician Apprentice	Motor Industry	Norwood	
<b>L18000144</b>	Body Repair Technician	Motor Vehicle	Throughout London	
<b>L12000883</b>	Motor Vehicle Apprenticeship	Motor Vehicle Dealership	Croydon	
<b>L12001316</b>	Paint and Refinishing Apprenticeship	Motor Vehicle	Croydon	
<b>L12003226</b>	Light Vehicle Technician	Garage	Hammersmith	
<b>L12003227</b>	Heavy Vehicle Technician	Garage	Hammersmith	
<b>L12003228</b>	Fast Fit Technician	Garage	Hammersmith	
<b>L19001958</b>	Assistant	Hairdressing Salon	Finchley Road	
<b>L19001960</b>	Hairdressing Apprentice	Hairdressing Salon	Leicester Square	
<b>L27002117</b>	Apprentice Hairdressers	Hairdressing Salon	London Bridge	
<b>L27002142</b>	Apprentice Hairdresser	Hairdressing Salon	Dulwich	
<b>L27002155</b>	Hairdressing Apprentice	Hairdressing Salon	Clapham	
<b>L27002195</b>	Trainee Hairdressers	Hairdressing Salon	Kensington	
<b>L27002353</b>	Apprentice Hairdresser	Hairdressing Salon	Battersea	
<b>L12003072</b>	Apprentice Hairdresser	Hairdressing Salon	Fulham	
<b>L19001911</b>	Food and Beverage Apprentice	Restaurant	The Strand	
<b>L19001966</b>	Trainee Commis Chef	Art Gallery	Pimlico	
<b>L27001854</b>	Griller	Restaurant	Clapham	
<b>L27001880</b>	Crew Member	Fast Food	Streatham	
<b>L27002371</b>	Crew Member	Fast Food	Brixton	
<b>L27002383</b>	Food and Hospitality Apprenticeships	Restaurant	Kensington & Chelsea	
<b>L19002007</b>	Apprentice IT Support Engineer	IT	Euston	
<b>L19001926</b>	Messenger	Jewellers	Hatton Garden	
<b>L12002497</b>	Self-Defence Consultants	Martial Arts	Croydon	
<b>L128</b>	Apprentice Warehouse Assistant	Furniture	Tottenham	
<b>L18000091</b>	General Assistant	Retail	Throughout London	Retail experience preferred
<b>L18000094</b>	Store Assistant	Retail	Throughout London	
<b>L12002573</b>	Sales Operator – Seasonal Weekends	Theme Park	Chessington	
<b>L12003177</b>	Temporary sales Adviser	Shoe Shop	Upper Norwood	

<b>L27001841</b>	Assistant Sports/Dance Coach	Sport & Dance for Children	Lambeth	Some experience of working with children required
<b>L27001844</b>	Dance Coach	Sport & Dance for Children	Lambeth	Must be a good dancer who likes working with children
<b>L27002347</b>	Childcare Apprenticeship	Nursery	Southwark	
<b>L12001811</b>	Childcare Apprentices	Nursery	Croydon	
<b>L27002407</b>	Assistant Coach	Community Organisation	Notting Hill	Some youth work or coaching experience required
<b>L12003038</b>	Apprentice Customer Service	Travel Agent	Fulham	

To find out more about any of these vacancies either speak to your Personal Adviser or contact the nearest centre listed at the bottom of this page. If you do not live in any of the areas listed below you can find your local Connexions centre at: [www.connexions-direct.com/index.cfm?go=localServices](http://www.connexions-direct.com/index.cfm?go=localServices)

### Apprenticeships

Apprenticeships offer training to young people who want to learn while working. Many Apprenticeships in Central London are listed above but the full range of Apprenticeships available nationwide can be found at the Apprenticeship website ([www.apprenticeships.org.uk](http://www.apprenticeships.org.uk)). Vacancies are listed and you can apply online (select 'Search for vacancies'). At the start of August there were 195 vacancy adverts across London. New London vacancies in the last month included:

- Agriculture, Horticulture & Animal Care (1 vacancy)
- Arts, Media & Publishing (3 vacancies)
- Business & Administration (82 vacancies)
- Construction (15 vacancies)
- Education & Training (5 vacancies)
- Engineering & Manufacturing (41 vacancies)
- Health, Public Service & Care (6 vacancies)
- Information Technology (7 vacancies)
- Leisure, Travel & Tourism (2 vacancies)
- Retail, Hairdressing & Hospitality (33 vacancies)

## Other Vacancy Sites

There are countless sites for jobs but many are only useful to those with a degree or experience. Some of those of interest to young people are listed below:

<b>Armed Forces</b> <a href="http://www.armyjobs.mod.uk">www.armyjobs.mod.uk</a> <a href="http://www.careers.royalnavy.mod.uk">www.careers.royalnavy.mod.uk</a> <a href="http://www.raf.mod.uk/careers">www.raf.mod.uk/careers</a>	Full range of careers in the Army, Navy and Air Force
<b>Building Engineering Services Training</b> <a href="http://www.best-ltd.co.uk">www.best-ltd.co.uk</a>	Run apprenticeships for building services engineer, heating and ventilating fitter/welder, service and maintenance engineer, domestic heating fitter, ductwork installer, refrigeration engineer, air conditioning engineer and plumber.
<b>Construction Skills</b> <a href="http://www.bconstructive.co.uk/apprenticeships">www.bconstructive.co.uk/apprenticeships</a>	Run apprenticeships across a very wide range of construction trades.
<a href="http://www.inretail.com">www.inretail.com</a>	Jobs in retail
<b>Jobcentre Plus</b> <a href="http://www.jobseekers.direct.gov.uk">www.jobseekers.direct.gov.uk</a>	The national Jobcentre Plus site has a lot of vacancies. However, many of the vacancies ask for at least some relevant experience. The site also has links to jobs from other sources, such as employment agencies.
<b>JTL</b> <a href="http://www.jtlimited.co.uk">www.jtlimited.co.uk</a>	Run apprenticeships for electrical installation, plumbing and heating and ventilation.
<b>Local Government</b> <a href="http://www.lgjobs.co.uk">www.lgjobs.co.uk</a>	Local government
<b>NHS Jobs</b> <a href="http://www.jobs.nhs.uk">www.jobs.nhs.uk</a>	Vacancies from National Health Service employers across England, including admin jobs.
<b>Public Sector</b> <a href="http://www.jobsgopublic.com">www.jobsgopublic.com</a>	Public sector jobs
<b>Royal Mail</b> <a href="http://www.royalmail.com">www.royalmail.com</a>	Apprenticeship leads to NVQ Level 2 in Mail Services.
<b>Skillset</b> <a href="http://www.skillset.org/careers">www.skillset.org/careers</a>	The website doesn't have vacancies but does have advice on media careers and work experience at <a href="http://www.skillset.org/careers/getting_in/experience/">www.skillset.org/careers/getting_in/experience/</a>
<b>Springboard</b> <a href="http://www.springboarduk.net">www.springboarduk.net</a>	Springboard are an organisation that promotes careers in hospitality, leisure & tourism and travel. Their website doesn't have vacancies but does have a search facility for potential employers and information on gaining experience.
<a href="http://www.leisurejobs.com">www.leisurejobs.com</a> <a href="http://www.leisureopportunities.co.uk">www.leisureopportunities.co.uk</a> <a href="http://www.jobswithballs.com">www.jobswithballs.com</a>	Cover jobs in the sport and leisure sector