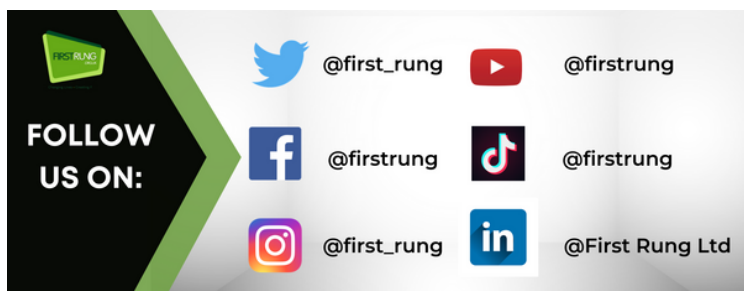




Changing Lives - Creating Futures

# Ponders End Apprenticeship Vacancies

Business Administration ~ Customer Service ~ Early Years ~ Teaching Assistant ~ Accounting (must be able to travel Colindale)



## To Apply:

Your name + Job Code to:

**07495 464797**

### 1) Centre Administration Apprentice / Ponders End / £230 p/w

Job Code: FEBBA1

Do you want to work in a busy office environment? While supporting young people to achieve and progress. The post provides an entry point to a career in administration, education, advice and guidance, welfare and other support agencies for young people!

### 2) Office Administrator Apprentice / Enfield / £246 p/w

Job Code: FEBBA2

Are you looking for an apprenticeship in Business Administration? If so, then this is the perfect opportunity for you to kick-start your career in the business world. We are less than a 5 minute walk from Enfield Town station. You'll receive extensive training, while on the job, to help expand your knowledge base!

### 3) Recruitment Administration Apprenticeship / Marylebone/ £228.80p/w

Job Code: FEBBA

We are on the lookout for an enthusiastic apprentice to join our thriving team! You will be overseeing the registration of candidates in alignment with our recruitment policies. This is a thrilling opportunity for an organised and reliable individual eager to start their career in recruitment industry.

### 4) Estate Agent Apprenticeship / Enfield / £245 p/w

Job Code: FEBBAE

Are you eager to begin your journey in the estate agency industry? We're searching for an Office Administrator to join our Enfield office. This is a thrilling opportunity for those looking to enter the dynamic estate agency sector and build a rewarding career.

### 5) Finance Apprenticeship / Finsbury Park / £210 p/w

Job Code: FEBAAAT3

We have a fantastic Level 3 Accountancy Apprenticeship opportunity! Employees are required to work towards their own daily, weekly and monthly deadlines. They will have their own clients to deal with whilst being supervised. Gain your qualification whilst earning money!

### 6) Early Years Apprentice / Wood Green / Edmonton / Potters Bar / £210 p/w

Job Code: FEBCC1

If you have a passion for childcare and are interested in earning money while you learn, this role could be for you. You will be working as part of a team to provide an environment in which all individual children can play, develop and learn. Must be able to travel to Ponders End for training!

### 7) Level 3 Nursery Apprenticeship / Bounds Green / £210 p/w

Job Code: FEBCC4

Are you looking for an Early Years apprenticeship? Then look no further! This is an exciting, creative place to work, and it will give you the opportunity to be part of a thriving nursery which is at the heart of the community. Enquire Now!

For more information on about our apprenticeships, please contact:

Sabreena Valydon (Recruitment & Marketing coordinator) | 07495 464797 | svalydon@firstrung.org.uk

Colindale Centre NW9 6TD - 020 8201 3111

Ponders End Centre EN3 4DZ 020 8803 4764

Find us online at [www.firstrung.org.uk](http://www.firstrung.org.uk)

