



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) Nursery Administrative Apprentice / Edmonton / £240 p/w

Job Code: JUNBA1

We are excited to offer an opportunity for an Administrative Assistant Apprentice to join our team and start their journey to develop valuable administrative skills. They will receive hands-on training to ensure their success in providing essential administrative support to our nursery.

### 2) Data Team Apprentice / Ponders End / £230 p/w

Job Code: JUNDT

Do you want to start your career in data? You will be responsible for supporting the finance team in ensuring that income earned by the organisation each month is claimed accurately and you will contribute to the effective day-to-day operation of the organisation. All training will be provided.

### 3) Recruitment Admin Apprenticeship / Waltham Forest / £228.80p/w

Job Code: JUNBAE

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 the recruitment industry.

### 4) Business Support Administrator Apprenticeship / Potters Bar / £245 p/w

Job Code: JUNBAP

Are you seeking a career that promises both rewards and an abundance of opportunities for personal and professional advancement? You will be responsible for ensuring compliance within the company's guidelines and required deadlines. Apply now!

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

Job Code: JUNAAT2

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 / Oakwood / Arnos Grove / Turnpike Lane / £210 p/w

Job Code: JUNCCI

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 / Tottenham / £242 p/w

Job Code: JUNCC4

We are searching for an incredibly passionate and committed individual to join our team as an Early Years Level 3 Apprentice! This opportunity offers real-world experiences to start your career path in the childcare!

For more information on about our apprenticeships, please contact:

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

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

