**Hot Jobs – updated 8th October 2024**

**Those wishing to apply should approach their Work Coach for information.**

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| **Hastings and Bexhill Jobcentre areas** | |
|  | **Poppy’s Café** - a new premises in **Hastings** town centre – seek full and part-time **Catering Assistants** to serve customers, prepare food and drinks, clean tables, and turn their hand to all day-to-day tasks. Experience is valued yet training provided. £NMW + |
|  | **Mental Health Transport Assistants** (Drivers) wanted by **Secure Care UK**, who provide transport to mental health patients across the UK between homes, prisons and hospitals. Applicants must be over 21, have a full UK Driving Licence, and be able to pass an Enhanced DBS check. Training provided. Different shifts are available. Full time is 4 days on, 4 days off. Pay ranges from £11.62 to £12.62. |
| A logo with text on it | **The Black Attic Kitchenette** seek **takeaway drivers** to work evenings to deliver around the **Battle** area. Applicants must have a UK driving licence and own vehicle (Fuel allowance provided) and be available Thursday to Saturday 6pm till 11pm, and Sunday 6pm till 10pm. £NMW applies. |
|  | **Apex Prime Care** - a Cera Care company - seek **female community carers** for clients in the following postcodes: TN34, TN35, TN37, TN38, TN39, TN40. Flexible full and part-time shifts available. The pay rate for drivers is weekdays £13.80 per hour and weekends £14.05 per hour (including travel time and mileage). Pool car available to full-timers. |
|  | A private residence seeks an experienced **Domestic Cleaner** for a property in **Wadhurst**, on Tuesdays and Thursdays 10am till 3pm. Pay ranges from £16 to £20 depending on experience. Due to the remote location of the property, applicants must have their own vehicle. |
|  | **Primesigns** in Hastings seek full-time **Telephonists** to make weekday outbound sales calls. Candidates must be able to establish excellent customer relationships in a fast-paced environment. Training provided. £11.4 per hour. |

**Upcoming Events**

**Ask your Work Coach for more information.**

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| **Homeless Prevention Support** – ESCC – fortnightly on a Friday.  **Spear Programme information sessions for 16 to 24s** – Hastings Jobcentre – most Wednesdays  **50+ Jobs Fair** – The View Hotel, Eastbourne – Thursday 17th October – 10am to 12:30pm  **Rail and Construction webinar with McGinley** – virtual – Thursday 17th October – 11am to 12noon  **Bexhill College Adult Education courses information session** – Bexhill Jobcentre – Mon 21st October  **Apprenticeships with the BBC webinar** – Tuesday 22nd October – 3:30pm to 4:30pm  **‘Her Biz’ women’s start-up programme** – Let’s Do Business – 4 x Zoom sessions – starts 6th December  Enrol by 13th November |

**Volunteering**

**Ask your Work Coach for more information.**

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| **Retail Shop Assistant – Oxfam – Hastings:**   * Sorting donations including checking and pricing * Serving customers on the till * Create stylish window displays * Keeping the shop fully stocked * Helping donors as they come in * Flexible hours.   **Volunteer Lead – Oxfam – Hastings:**   * Effectively delegate responsibilities and coach individuals and teams * Improve your communication skills in this customer-facing role * Foster an inclusive environment where everyone feels welcome * Follow important policies around safeguarding, Health and Safety, and trading regulations * Opening, closing and managing the shop in the shop manager’s absence. |

**Pre-employment courses**

**Ask your Work Coach to reserve you a place.**

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| **Construction CSCS** | **Rewards Training** – 2 weeks – virtual – various start dates  **ESCG** – 4 weeks – face-to-face – Eastbourne – starts Monday 11th November  **Tempus Training** – 5 days – virtual – regular weekly start dates |
| **Early Years Childcare** | **e-training** – 8-week virtual Bootcamp – Information session at Hastings Jobcentre on Friday 25th October, for a course start date TBC.  There is also a course starting on Monday 14 October if you’re quick! |
| **Customer Service** | **Tempus Training ‘Working from Home’** – 5 days – virtual – regular start dates  **ESCG** – 2 weeks – face-to-face – Hastings – starts Monday 2nd November  **Runway Training** – 5 days – face-to-face – Brighton – starts Monday 28th October |
| **Security SIA** | **Runway Training** – 5 days – face-to-face – Brighton – starts Monday 28th October  This is a 5-day Customer Service course with Total Security Services providing interviews where successful candidates are invited to an SIA course. |
| **Hospitality** | **ESCG** – 5 days – face-to-face – Hastings – starts Monday 21st October  **Springboard** – 5 days – virtual – starts whenever the learner wishes  **Strive Training** – a Level 3 course – 2 weeks – virtual – regular start dates  **Strive Training** – a Level 1 course – 2 weeks – virtual – regular start dates |
| **Health & Social Care Level 1** | **Strive Training** – 4 weeks – virtual – referrals will be placed on the next available course. |
| **Rethink 50+** | **ESCG** – 5 days – face-to-face – Hastings – starts Monday 25th November |
| **Railway Engineering** | **ESCG** – 6-8 weeks – face-to-face – Lewes – starts Monday 2nd December |
| **Microsoft 365** | **ESCG** – 5 days – face-to-face – Hastings – starts Monday 2nd December |
| **Civil Service** | **Strive Training** – 5 days – virtual – starts every Monday |

**If you’d like us to promote a job vacancy for your organisation, please email the job description, rate of pay, and candidate criteria to:** [**eastsussex.ea@dwp.gov.uk**](mailto:eastsussex.ea@dwp.gov.uk)

**Kind regards, the Hastings and Bexhill Jobcentre Employer Adviser Team.**

**Heather, Liisa, Barny and Helen.**