

Vacancy Notification Form

This form is to be completed by the employer who has an employment opportunity.

Job Title	Apprenticeship position			
Employer Business Name	Construction			
Employer key contact (Recruiting manager contact)	Name – James Lacey Email – james.lacey@bethell.co.uk Telephone – 0330 912 2500			
Closing Date for applications / referral of candidates				
Location where the individual is required to work from	Dependent on role: HQ roles based in Greater Manchester Project Roles: various locations within Greater Manchester/ Yorkshire			
Form of employment (select all potential options)	Direct via contract - permanent	Direct via contract – fixed term	Via employment agency	Self-employed
	✓			
Type of hours	Part time		Full time	
			✓	
Ideal hours per week required				
Ideal start date	September 2024			
Length of employment required (If not a permanent role)	n/a			
Number of positions available	Up to 10			
Type of opportunity (Select all potential options)	Job	Graduate role/programme	Apprenticeship	
		✓	✓	
	Internship/degree or graduate placement	Work placement	Traineeship	
Job description / personal specification	<p>Briefly describe the key responsibilities of the role and day to day activities</p> <p>As one of our apprentices, you will be given full training on site as a groundworker or site engineer, and will be enrolled into college to complete a 2-year course in civil engineering, groundworks, multi utility connectivity projects, green energy or commercial dependant on your chosen field. You will be part of a cognitive, smooth-running construction entity, learning new skills daily and building your career path along the way.</p>			
PLEASE ATTACH JOB DESCRIPTION/ PERSONAL SPEC. DOCS TO THIS FORM IF AVAILABLE				
Describe the team the role will be working with (no. of people, supervision provided etc)	Dependent on the chosen role you will be working within a team who will mentor you through your studies and practical learning.			

Minimum qualifications required Including skills / trade cards	Essential	Desirable GCSE Maths	
Minimum experience required	Essential n/a	Desirable	
List the most important personal skills essential for this role	Willingness to learn Enthusiasm Team player		
If you are open to accepting candidates with unspent convictions please select which option is correct	We do not require disclosure	We accept a disclosure letter	We accept a disclosure conversation
What training and development support will be provided in 6-12 months?	Full enrolment onto an Apprenticeship course with a training plan in place.		
As skills/experience increases will salary be reviewed?	Yes, increase in second year of study.		
If you are in need of a training provider to support formal training delivery for this role please provide details	- Course title or type of qualification - Ideal length of course N/A		
If you are in need of a third party to provide mentoring / buddy support / personal support to the new starter please provide details	N/A		
Any other information you feel is relevant / useful	Bethell are Platinum members of the 5% club, and winners of the Apprentice Employer of the year with the Construction Apprenticeship Awards.		
Recruitment stages & key dates (eg submit CV / complete application form / interviews / assessments)	Register for our Apprentice Open Day (details TBC) Submit CV through application Attend assessment day/ interview stage		

Please send your completed form to the Mace Social Value Manager:
shelley.smith@macegroup.com

This form will be used to share employment opportunities with the Airport Academy and where necessary local Job Centres, training providers and colleges.