

JOBS AVAILABLE THIS WEEK!

VACANCIES:

If you are interested please email your CV (plus any additional requested information) and contact details to vacancies@lbbd.gov.uk (unless otherwise stated) **along with the reference number of the job you wish to apply for.** Sometimes vacancy deadlines are extended so do check. Job descriptions are available from vacancies@lbbd.gov.uk

E1 – Customer Service Adviser

Pay: £19,000 PA

Hours: Monday to Friday – 8am to 5pm

Location: Buzzard Creek Industrial Estate, IG11

Candidate must be confident, calm and professional.

Dealing with inbound queries from customers (including organisations) via email or phone.

Excellent Telephone Manner

Good IT skills

Candidates will be dealing with orders, delivery issues and general customer service queries.

Closing date: 18th January 2021

D202 - Degree Apprenticeship in Commercial real estate- strictly for school leavers only (18/19 year olds)

This is an ideal opportunity for a young person who is really interested in commercial real estate work to access a degree apprenticeship. The successful candidates will study one day per week with the University of Estate Management and 4 days at either their Bond Street office or St Pauls office. This is a 4 year degree studying Real estate management and chartered surveyor qualification through RSCS in their final 2 years of study. Starting **salary is £17,000 with yearly increments to reach a final years salary of £33,500 plus £3,000 Travel allowance on top.**

Closing date: 18th January 2021

D205 - DBS Cleaners – Barking & Dagenham Area – 15 hrs per week

Monday to Friday only – 5.30am – 8.30am

Pay rate £9.88 - £10.00 ph

Cleaning local properties and businesses to ensure Covid-Safe.

Ongoing work.

To apply must have the following:

- An Enhanced CRB/DBS dated within the last 2 years
- Previous cleaning experience
- Proactive attitude
- Previous fogging experience would be advantageous

**** Fogging is using a disinfectant machine to spray the areas – don't worry it is a desirable skill not essential ****

Closing date: 18th January 2021

D193 Full Time Office Assistant - Hatton Garden, London

A great opportunity to work for this established Jewellery company.

You will need to be flexible to work in the main in the Hatton Garden site but also to occasionally work at their Romford base.

Hours of work: 9am – 5pm (depending on workload) and occasional Saturday working

Salary: £20 – 23k per annum – The successful candidate will be subject to a DBS check

Essential Skills:

- Excellent IT skills – able to competently operate all word packages including Excel and Word
- A minimum of 1 year's administration experience
- Clear, professional speaking voice
- Fully conversant with social media packages including Instagram, Facebook, and Twitter
- Ideally retail jewellery experience or at least 2 years high end retail experience
- Able to multi-task and meet deadlines
- Good attention to detail

Closing date: 18th January 2021

D194 – Cleaners – via Adecco – Havering area

Immediate starts. pay £8.72 p/h

Option 1 – Monday, Thursday Friday 6am-8am – 6hrs pw

Option 2 – 6.00am – 9.00am 3hrs. per day Mon – Fri. – 15hr pw

Option 3 – Romford – Wednesday, Friday, Saturday, 10hrs per day 7.30am – 6.30pm with 1 hr. for lunch to be taken between 12.00 and 2.00 Sunday 8.30am – 3.30pm with 1hr. for lunch to be taken between 12.00 and 2.00, these hrs. will be on a rota, so one week it will be Wednesday and Saturday in which case they will do 20hrs, and the next week it will be Friday and Sunday and in this case they will do 16hrs.

Closing date: 18th January 2021

D83 – BANK Housekeeping Assistant - Dagenham

Role: Housekeeper – Bank

Location: Dagenham - Parkview

Pay Rate: min wage for age

Hours: BANK – various hours – various times – NEED to be fully flexible

Closing date: 18th January 2021

D164 – Warehouse Operative – Temp to Perm – South Ockendon

Full-Time role

Employees work one week 6am to 2pm, the following week 2pm to 10pm (there is no movement on this must be able to do both shifts, alternative weeks)

OR can work night shift permanently – 10pm-6am

Pay is £9.16 per hour – for ALL shift times

This is near public transport links, parking available for those who can drive.

12 weeks working via Adecco then if working well will become a permanent employee.

Working on a pallet construction line, fixing and reinforcing pallets to be sold. Will be trained up on all different stations in the warehouse to ensure that at the end of the 12 weeks you know all the stations safely and correctly. Fork lift training will also be offered.

They are looking for some warehouse experience – must be physically fit.

Closing date: 18th January 2021

D159 - Recycling Operative- Dagenham

Hours: 06:00 - 15:00 OR 15:00 - 00:00 temporary but could lead to permanent for right candidates

Pay: £8.72 per hour

Requirements:

- Picking and separating material from a moving conveyer belt
- General cleaning and tidying of the area
- Steel toe cap boots, and a Hi-vis
- Able to work quickly of own initiative

Closing date: 18th January 2021

D140 Shutter Carpenter

Barking Riverside with Gears Group

Shuttering Carpenter £19.50 p/hr- 9.5 hours per day- 5 days per week-

Blue CSCS Required

Closing date: 18th January 2021

D125 - Driver Support Workers and Night Support Workers

Dagenham, Romford, Chingford and South Woodford

Salary: £9.00ph

Full-time

JD available on request

Closing date: 18th January 2021

D120 – Kitchen Assistant (Care Home)

Dagenham

Salary: £8.72ph, part-time

JD Available on request

Closing date: 18th January 2021

D83 – Housekeeping Assistant (Care Home)

Dagenham

£NMW

Varied Hours, discussed at interview

This role is bank

Must already have a DBS.

No experience necessary, training provided

Closing date: 18th January 2021

D65 - Police Constable Degree Apprenticeship

London

£30,000 pa (Includes London weighting)

FULL-TIME: 40 hrs per week (Incl. weekends)

Shift rota basis

JD Available on request

Closing Date: Ongoing

Please note: This vacancy is currently on hold, however the employer is still accepting CVs in order to make potential applicants aware of the pathways available to them and they can still register their interest on the MET careers website. The pipeline should reopen early 2021 and anyone that is registered will be given priority over applicants that apply after the pipeline reopens.

D65 - Degree Holder Entry Programme

London

£31,020 pa (Includes London weighting)

FULL-TIME: 40 hours per week (Including weekends)

Shift rota basis

JD Available on request

Closing Date: Ongoing

Please note: This vacancy is currently on hold, however the employer is still accepting CVs in order to make potential applicants aware of the pathways available to them and they can still register their interest on the MET careers website. The pipeline should reopen early 2021 and anyone that is registered will be given priority over applicants that apply after the pipeline reopens.

D91 - Domiciliary Care Worker

Dagenham, Rush green, Romford and Gidea Park

Salary £9.00 ph

Part time

Must be willing to work variety of shifts between 07:00 – 22:00

JD available on request

Closing date: 18th January 2021

D88 – Home Care Assistant

Havering

Salary £10,00ph

Flexible shifts/hours available

Drivers only, no experience necessary

DBS required, paid by the company conditional of a minimum of 6 months employment

Closing date: 18th January 2021

D80 - Experienced Care Assistants

Upminster

£NMW

Various hours/shifts available (including nights)

Must have a minimum of 1 year of professional care experience

Must be able to provide 3 references

DBS funded by employer

Closing date: 18th January 2021

D82 - Care Assistants

Romford

Salary: £21,000

Full-time & Part-time

Shifts: 7am until 2:30pm and/or 3:30pm until 10pm

JD available on request

Closing Date: ongoing

D59 – Carers

Waltham Forest and Barking and Dagenham

£8.21-£10.50

Zero hour contract

Training provided

Closing date: 18th January 2021

D57-Domiciliary Carer

Barking, Dagenham & Havering (Must be willing to travel)

£8.50ph weekdays & weekends £9ph

If have NVQ level 2 starting salary is £9

Flexi Shifts

*Monday Friday 7am-3pm

*Monday Friday 3pm - 10pm

*Weekend Shift 7am - 6/7pm

0 hour contract but can guarantee up to 30hrs a week if required

Experience/qualifications - Experience desirable

DBS to be paid by client

Closing date: 18th January 2021

D56 – Experienced Care Assistants

Dagenham

£NMW

Bank staff but will have full time hours available

Must have 1 year of professional care experience

Must give 3 references

DBS Preferred

Closing date: 18th January 2021

CHARITY VACANCIES

A well-known children's charity has 2 vacancies to join their team for both day and night working:

Residential Project Worker's

Location: Ilford, East London

Contract Type: As & When (0 hour)

Hours: As required/ casual – flexible and can work around your availability. Shift work including weekends and sleep-ins

Salary: £11.79ph (time and half for Bank Holidays)

Closing Date: 19/01/2021

About the charity: Our charity believes that no matter who they are, what they've been through or what they've done every child has the right to fulfil their potential. Our residential care homes support children with a learning or physical disability &/or additional challenges, including Autism, using the Social Pedagogy model.

Our child-centred residential environments support our children to feel safe, happy and nurtured to develop their independence and life skills both within the home and out in the wider community.

Residential Safer Night Project Worker's

Location: Ilford, East London

Contract Type: As & When (0 hour)

Hours: As required/ casual – flexible and can work around your availability. Shift work overnight including weekends

Salary: £11.79ph (time and half for Bank Holidays)

Closing Date: 19/01/2021

About the charity: Our charity believes that no matter who they are, what they've been through or what they've done every child has the right to fulfil their potential. Our residential care homes support children with a learning or physical disability &/or additional challenges, including Autism, using the Social Pedagogy model.

Our child-centred residential environments support our children to feel safe, happy and nurtured to develop their independence and life skills both within the home and out in the wider community.

An Enhanced Disclosure and Barring Service (DBS) check is required for both roles.

We are also committed to having a diverse and inclusive workforce and actively encourage applications from male candidates as they are under-represented within our projects. Anyone interested, that wants to grow their experience, can work day &/or night shifts or wants to earn extra income then email vacancies@lbbd.gov.uk.

LBBD COUNCIL VACANCIES

If you are interested in applying for any of the following LBBD council roles, click on the job title. This will take you to the council's website and vacancies page. There you can find more information and how to apply. Please note a personal statement will be required when applying for any of these council roles.

Diversity Strategy Manager

- Council
- Full Time
- Fixed Term (including secondments)

[See job details](#)

Enforcement Agent

- Council
- Full Time
- Permanent

See job details

Principal Performance Officer

- Council
- Full Time
- Fixed Term (including secondments)

See job details

Service Accountant

- Council
- Full Time
- Permanent

See job details

Social Worker - Adults Mental Health

- Council
- Full Time
- Permanent

See job details

Social Worker - Corporate Parenting

- Council
- Full Time
- Permanent

See job details

Social Worker - Fostering

- Council
- Full Time
- Permanent

See job details

Social Worker - Life Planning (Childrens)

- Council
- Full Time
- Permanent

See job details