



WORK REDBRIDGE VACANCY PACK

These vacancies are a selection of roles available both locally and within Central London. Vacancies are sifted from a range of websites. Please check job description details with the employer. Please also be aware that although closing dates are sometimes specified, employers have the right to close vacancies early if demand is high.

09/07/20

ADMINISTRATION

Job Title	Company	Location	Hours	Salary	Closing Date
Office Administrator	HomeGlaze Home Improvements	Chigwell	See link	£20,000 pa	Unspecified
Administrative Officer	HM Courts & Tribunals Service	London	See link	£18,884-£24,312 pa	17/07/20
Medical Receptionist/Admin	NHS	North London	Part time	To be discussed	31/07/20
Office Administrator	Empowering Deaf Society	Ilford	Full time	£18,000-£22,000	Unspecified
Dental Receptionist	Bluebird Dental Practice	Ilford	Part time	See link	Unspecified
Usher/Administrative Assistant	HM Courts & Tribunals Service	London	See link	£16,842-£20,599 pa	17/07/20
Team Administrator	Islington Council	London	Full time	£25,833-£27,255 pa	19/07/20

Further Admin vacancies can be found on the websites below:

- www.officeangels.com
- www.angelamortimer.com
- www.cronecorkill.co.uk
- www.simplyofficejobs.co.uk
- <https://topessexcareers.co.uk>

COUNCILS

Job Title	Company	Location	Hours	Salary	Closing Date
Temporary Accommodation Management Team Leader (RQ000560)	London Borough of Redbridge	Ilford	See link	£39,774-£42,684 pa	14/07/20
Housing Solutions Assistant (RQ000562)	London Borough of Redbridge	Ilford	Full time	£24,462-£25,809 pa	14/07/20
Project Manager (RQ000564)	London Borough of Redbridge	Woodford Green	Full time	£42,684-£45,794 pa	31/07/20
Landlord & Tenant Officer (RQ000561)	London Borough of Redbridge	Ilford	Fixed term, full time	£34,794-£36,711 pa	14/07/20
Neighbourhood Officer	London Borough of Waltham Forest	Waltham Forest	Full time	£32,340-£34,794 pa	30/07/20
Placements Officer	London Borough of Waltham Forest	Waltham Forest	Full time	£27,228-£28,725 pa	19/07/20
Complex Complaints Officer (RQ000558)	London Borough of Redbridge	Ilford	Fixed term	£34,794-£36,711 pa	14/07/20

Further Council vacancies can be found on the websites below:

- www.jobsgopublic.com
- www.civilservicejobs.service.gov.uk
- www.hackney.gov.uk
- www.walthamforest.gov.uk
- www.eppingforestdc.gov.uk
- www.essex.gov.uk
- www.lgjobs.com

SCHOOLS AND EDUCATION

Job Title	Company	Location	Hours	Salary	Closing Date
BMAT Careers Coordinator	Beacon Academy Trust	Ilford	Term time plus 10 days	Depending on experience and qualifications	02/08/20
Teaching Assistant	Frederick Bremer School	Walthamstow	Full time	See link	31/08/20
BMAT HR Administrator	Beacon Academy Trust	Ilford	Full time	£24,462-£25,809 pa	02/08/20
General Assistant	Frederick Bremer School	Walthamstow	Part time	See link	14/08/20
Teaching Assistant	Genesis Education Trust- St Mary's	Waltham Forest	Full time, term time	£20,835-£21,981 pa	20/07/20
Receptionist	Chingford C of E School	Waltham Forest	Part time, temp	£21,591 pro rata	16/07/20
Midday Lunchtime Play Leader	Henry Maynard Primary & Nursery	Waltham Forest	Part time, term time	See link	15/07/20
Midday Assistant	Oakdale Infants School	South Woodford	Part time	£3,713 pa	15/07/20

Further Educational and school vacancies can be found on the websites below:

- www.tes.com/jobs
- www.jobs.ac.uk
- www.fejobs.com
- www.eteach.com
- www.education-jobs.co.uk
- www.allteachingjobs.co.uk
- www.randstadeducation.co.uk

RETAIL & CUSTOMER SERVICE

Job Title	Company	Location	Hours	Salary	Closing Date
Customer Service Advisor	Halfords	Ilford	Part time	See link	Unspecified
Sales Advisor	Superdrug	Newham	Part time	See link	Unspecified
Sales Assistant	Selco Builders	Beckton	See link	£18, 137 pa	Unspecified
Store Supervisor	Lego Store	Stratford	30 hours per week	See link	Unspecified
Sales Assistant	Card Factory	Loughton	Part time	See link	22/07/20
Retail Assistant	Iceland	Loughton	Part time	£8.72 per hour	Unspecified
Store Manager	Coop	Romford	Full time	£33,300-£36,000 pa	20/07/20

Further sales and retail vacancies can be found on the websites below:

- www.inretail.co.uk
- www.retailcareers.co.uk
- www.retailmoves.com
- www.retailchoice.com
- www.thegrocer.co.uk
- www.talismanretail.co.uk

HEALTH AND SOCIAL CARE

Job Title	Company	Location	Hours	Salary	Closing Date
Health Care Support Worker	East London NHS Foundation Trust	Newham	Full time	£23,521-£24,926	18/07/20
Care Assistant	REN Caring	Barkingside	Part time	£9.00-£9.50 per hour	Unspecified
Health Care Support Worker	NELFT	Wanstead and Woodford	Full time	£23,521-£24,926 pa	20/07/20
Short Break Support Worker	Lewisham Council	Forest Hill	Part time	See link	27/07/20
Experienced Care Assistant	Apasen Care	Tower Hamlets	Zero hrs	£10.75 per hour	Unspecified
Care Home Administrator	Barchester Healthcare	Upminster	Full time	£22,300 pa	31/07/20

Further Care vacancies can be found on the websites below:

- www.jobs.nhs.uk
- www.mediplacements.co.uk
- www.bda.org
- www.careuk.com/careers
- www.careukhealthcare.com
- www.jobs.communitycare.co.uk
- www.nelft.nhs.uk/work-for-us