on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employment Academy Job Description**

**12 MONTH FIXED TERM CONTRACT**

**THIS ROLE IS ONLY OPEN TO UNEMPLOYED CARTREFI CONWY TENANTS**

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| **JOB TITLE** | Trainee Tiler |
| **LOCATION**  **HOURS** | Mobile – throughout North Wales  Minimum 39 hours per week |
| **SALARY DETAILS** | National Minimum Wage |

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| **GENERAL DESCRIPTION / OVERVIEW** | Working for one of the leading North Wales construction companies on a variety of sites from new build to refurbishments, learning new skills and gaining on site experience |

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| **KEY TASKS** | Assisting tiler with all general aspects of the role  Keeping workplace clean and tidy  Carrying and loading material  May also be assisting other tradespeople on site |

*The Employment Academy offers up to 18 months paid employment to unemployed tenants of Cartrefi Conwy. As part of the Academy the post holder will receive:*

* On the job support and training
* Employability training
* Paid employment for up to 18 months
* Support of a Mentor
* Assistance to secure employment at the end of the contract

*As part of the Employment Academy, the post holder will be expected to:*

* Attend work every day on time
* Undertake all training as stated on the job description
* Attend suitable work placements with other companies
* Attend regular sessions with your Mentor to discuss progress
* Commit to applying for employment opportunities towards the end of the fixed term contract