

Fife Vacancy

List 9th April

2019

- Kirkcaldy area
- Glenrothes/Cupar area
- Leven area
- Dunfermline/ Cowdenbeath area
- Modern Apprenticeships across Fife
- Other opportunities

If you have any questions about the vacancy list or would like help with applications, please contact Carrie by email: carrie.stewart@sds.co.uk

Kirkcaldy area

Job Title	Employer Name	Location	Advertised & more information	Closing Info
NEW Groundwork Squad	First Task Recruitment	Kirkcaldy	Suitable candidates must have a valid CSCS card and previous checkable references. Machine tickets (Dumper/Roller). Work will involve all aspects of groundworks. Immediate start available. Please contact 07384816811 to apply. Job Type: Temporary Experience: Groundworks: 1 year (Preferred) Requirements: CPCS/NPORS (Preferred) CSCS (Construction Skills Certification Scheme) (Required) Driving License (Preferred)	Posted 02/04
NEW Customer Advisor	B&Q	Kirkcaldy	https://kingfisher.taleo.net/careersection/5/jobdetail.ftl?job=1900003596&tz=GMT-05:00&tzname=America/Chicago&src=JB-10500 permanent, 20 hours per week	Closes 15/04
NEW Receptionist	Duchess Lounge	Kirkcaldy	https://www.indeed.co.uk/cmp/Duchess-Lounge/jobs/Receptionist-526f1a9546a1edc8?vjs=3 1 x full time, 1 x part time post	Posted 04/04
NEW Customer Champion	VeriCall	Kirkcaldy	https://www.indeed.co.uk/cmp/Vericall/jobs/Customer-Champion-790cae160c15fc01?vjs=3 Full time, £16,400 per year	Posted 04/04
NEW Optical Assistant	Vision Express	Kirkcaldy	https://careers.peopleclick.eu.com/careerscp/client_visionexpress/external/gateway.do?functionName=viewFromLink&jobPostId=37387&localeCode=en-us&source=Indeed.com&sourceType=PREMIUM_POST_SITE Full time over 5 days	Seen 09/04
NEW Support Team	Next	Kirkcaldy	https://careers.next.co.uk/vacancies?utm_source=Indeed&utm_medium=organic&utm_campaign=Indeed#/Item?id=480	Seen 09/04

			294&utm_campaign=Feed&utm_source=Indeed&utm_medium=referral Contract – various	
NEW Salon Assistant	Sunshack	Kirkcaldy	https://www.indeed.co.uk/cmp/Sunshack/jobs/Salon-Assistant-0f5e84d32d2bfb9?vjs=3 Apply on indeed, but remember to include a CV and covering letter. Part-time.	Posted 09/04
Production Operator / Weekend Assistant/ Assistant Retail Manager/ Retail Assistant – 24 hours/ Delivery Driver & more	Stephens Bakery	Kirkcaldy, Rosyth, Dunfermline	https://www.steakbridie.com/careers/?fbclid=IwAR2QxzGUZkdWsB6gQVeK_6wyMEAxGNeEzokiS4iKGq7Dh0-vYbkpwhYrcE	Seen 01/04
Harbour Master	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/harbour-master-fif13387-149950?from=org Casual/Relief, all Fife Council Owned HARbours	Closes 09/04
Social Care Worker	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/social-care-worker-fif13333-149951?from=org Must have, or be willing to achieve in the first period of registration, the Social Services and Healthcare SCQF6 SVQ3 or equivalent to meet Scottish Social Services Council registration.	Closes 23/04
Support Medical Secretary	NHS Fife	Kirkcaldy	https://jobs.scot.nhs.uk/_Details.aspx?vacNo=502417	Closes 02/04
Nursing Auxiliary	NHS Fife	Kirkcaldy	https://jobs.scot.nhs.uk/_Details.aspx?vacNo=509618 you will be offered the necessary support and training to help you meet the demands of the Nursing Auxiliary role within Urology. If successful in your application, you will be offered the opportunity to undertake an SVQ2 or SVQ3 (dependent on band) in Health and Social Care, approximately 9 months after taking up post. It is expected that you complete this qualification, which will be fully funded by NHS Fife	Closes 05/04
Team Member	Greggs	Kirkcaldy	https://www.greggsfamily.co.uk/job/Kirkcaldy-Team-Member-KY2-6QL/522783301/?jobPipeline=Indeed	Seen 01/04
Security Guard	Asda	Kirkcaldy	https://sjobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?partnerid=25222&siteid=5034&PageType=JobDetails&jobid=1352955&codes=1-INDEED	Closes 07/04

Glenrothes/ Cupar area

Job Title	Employer Name	Location	Advertised & more information	Closing Info
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NEW Support Assistant	Fife Council	Glenrothes	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/support-assistant-fif13445-151101?from=org Full time, temporary until 20/12/19	Closes 18/04
NEW Bar Staff	Station Bar	Cupar	https://www.indeed.co.uk/cmp/Cupar-pub-co-ltd/jobs/Bar-Staff-2d806374d498d7d8?vjs=3 weekend	Posted 07/04
NEW Customer Service Advisor	ARGOS	Cupar	https://www.networxrecruitment.com/Jobs/Feed?key=o%2bgQqVs4GxGst6J6usNp2LV0ptSnXQaywkOFdvV9BBE%3d Part time, fixed term	Closes 11/04
NEW Machine Operator	Cordant People	Cupar	https://www.indeed.co.uk/viewjob?jk=18b23172200c00a9&l=cupar&tk=1d80to6q49n0t802&from=web&advn=7697838796075781&adid=87502421&sjdu=RV4mlg7GBO_mpdHZdbN8oHGOLWHprmaNCMpnj4UIU5wY-cvLoWOBEDpEAehdnO_UYuruEWnYSt3RI0nlUjuFJZeB3xJUy9NADLgbZkk40ghyvkGnpPtdUlewV0JCIZO8&acatk=1d80tqfv597gn802&pub=4a1b367933fd867b19b072952f68dceb&vjs=3	Posted 08/04
NEW Customer Assistant	Lidl	Cupar	https://careers.lidl.co.uk/en/jobsearch/Customer-Assistant-11-20-hours-Cupar-22825?utm_source=Indeed&utm_medium=cpc&utm_campaign=Indeed 11 – 20 hours per week	Posted 03/04
NEW Trainee Sales Negotiator	Your Move Estate Agents	Glenrothes	https://www.indeed.co.uk/cmp/Your-Move-Estate-Agents/jobs/Trainee-Sales-Negotiator-53ca9117a4c6d5c7?vjs=3 Permanent £18,000 - £20,000 per year	Posted 02/04
NEW Gardener	JM Garden Services Ltd	Glenrothes	https://www.indeed.co.uk/cmp/JM-Services/jobs/Gardener-c92e9a42a7c774eb?vjs=3 Full time, £8.21 - £9 per hour	Posted 08/04
NEW Bar Steward/ess	Glenrothes Golf Club	Glenrothes	https://www.indeed.co.uk/cmp/Glenrothes-Golf-Club/jobs/Bar-Steward-Ess-05384ab057f62873?vjs=3 Glenrothes Golf Club is seeking an individual to manage the bar at Glenrothes Golf Club. Persons experienced in bar operations, cash handling and stock control are invited to apply for the above position. This is a keyholder position. You must be a Personal Licence Holder or be willing and able to undertake the SQA examination. A 3 bedroomed house, on the grounds, is included in this job offer.	Posted 06/04
NEW Pharmacy Assistant	Dears Pharmacy	Glenrothes	https://www.indeed.co.uk/cmp/Dears-Pharmacy/jobs/Pharmacy-Assistant-37486c8d12569e5b?vjs=3 40 hours per week, Mon – Fri 9am – 6pm	Seen 09/04

NEW Cleaner	Clear-View Cleaning Specialists	Glenrothes	https://www.indeed.co.uk/cmp/Clear--View-Cleaning-Specialists/jobs/Cleaner-736e707c9f29963b?sdu=Zzi_VW2ygsY1fzh3Ma9ZsE4zIT1NTXCwgFBhdjeTC3PUWJDRXoXknGIFzpyU8c9UJ3--BOCVpiY058ZZUZ5T5A&tk=1d80st7kc9n0t802&adid=281273336&vjs=3 Part time 13.5 hours per week, £8.21 per hour	Posted 05/04
Receptionist/ Caretaker	Fife Council	Fife House, Glenrothes	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/receptionist-caretaker-fif13371-150240?from=org 14.40 hours per week, permanent	Closes 11/04
Harbour Master	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/harbour-master-fif13387-149950?from=org Casual/Relief, all Fife Council Owned HARbours	Closes 09/04
Social Care Worker	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/social-care-worker-fif13333-149951?from=org Must have, or be willing to achieve in the first period of registration, the Social Services and Healthcare SCQF6 SVQ3 or equivalent to meet Scottish Social Services Council registration.	Closes 23/04
Service Assistant	Screwfix	Glenrothes	https://jobs.screwfix.com/job/-/-/5724/11378097 20 hours	Seen 01/04
Production Operator	Cordant People	Cupar	https://www.indeed.co.uk/viewjob?jk=6c6a656f958ec710&l=Cupar%2C+Fife&tk=1d7cjs94a17mr002&from=web&advn=7697838796075781&adid=87502421&sdu=RV4mlg7GBO_mpDHzdbN8oHGOLWHprmaNCMpnj4UIU5wY-cvLoWOBEDpEAehdnO_UZCAc2cZL0Gfg77XdpXqElZeB3xJUy9NADLgbZkk40ghyvkGnpPtdUlewV0JCIZO8&acatk=1d7cjsjrd17tc000&pub=4a1b367933fd867b19b072952f68dceb&vjs=3	Seen 01/04

Leven area

Job Title	Employer Name	Location	Advertised & more information	Closing Info
NEW Kitchen Assistant	Poppyview Family Centre	Leven	https://www.indeed.co.uk/cmp/Poppyview-Family-Centre/jobs/Kitchen-Assistant-7be39974bf95cfba?vjs=3 part time	Seen 09/04
NEW General Assistant	SPAR	Leven	https://www.cjlang.co.uk//jobs/cj-lang-managed-spar-stores/REF1406%20General%20Assistant,%20SPAR%2028%20Durie%20Street,%20Leven,%20KY8%204HD 20 hours	Closes 15/04

NEW Retail Assistant	Iceland	Leven	https://app.kallidusrecruit.com/Iceland/VacancyInformation.aspx?Vid=35134&m=p&source=indeed&m=p&source=indeed £8.38 per hour	Seen 09/04
School Support Assistant	Fife Council	Waid Academy, Anstruther	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/school-support-assistant-fif13431-150562?from=org 6 hours per week	Closes 14/04
Harbour Master	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/harbour-master-fif13387-149950?from=org Casual/Relief, all Fife Council Owned HARbours	Closes 09/04
Social Care Worker	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/social-care-worker-fif13333-149951?from=org Must have, or be willing to achieve in the first period of registration, the Social Services and Healthcare SCQF6 SVQ3 or equivalent to meet Scottish Social Services Council registration.	Closes 23/04
Temporary Receptionist /Administrator	NHS Fife	Anstruther	https://jobs.scot.nhs.uk/Details.aspx?vacNo=492915 24 – 32 hours per week	Closes 30/04
Waiter/ Waitress	Standing Stane Restaurant	Leven	https://www.indeed.co.uk/cmp/Wellsgreen-Golf-Range/jobs/Waiter-Waitress-723480c504f5e4e0?vjs=3	Seen 01/04
Administrative and Executive Assistant	St Andrews Botanic Garden	St Andrews	<p>Salary: £18,688 pro rata</p> <p>Hours: 20-24 hours per week (0.5-0.6 FTE). Monday-Friday</p> <p>Contract: 2 years fixed</p> <p>(SABG) holds an exceptional, diverse and documented botanical collection in 18 beautiful acres, including half an acre of glasshouses. Located in the centre of the iconic town of St Andrews, it benefits from its links to this UK top 5 University and the global tourist interest in St Andrews.</p> <p>You would be joining SABG at an exciting time in its 126 year history as it refocuses on making its gardens, plants and expertise relevant and accessible to a wider audience. SABG has recently gone through a transition to become an independent charitable trust and is in a challenging time of growth and development. In the past 2 years visitor numbers have increased over 50%. SABG has a team of 14 FTE across a headcount of 23, including seasonal and occasional staff.</p>	<p>All applications should be received by 5pm on Wednesday 17th April 2019. Interviews will take place on Tuesday 23rd and Wednesday 24th April 2019.</p>

St Andrews Botanic Garden wishes to appoint a capable, organised and effective administrative assistant who is able to provide administrative services for both the Garden and Director.

This is an important role reporting to the Director and requiring a close working relationship with other senior staff involved in programme and business delivery. SABG is committed to attracting and developing the expertise and careers of exceptional individuals at all levels as part of its core mission and values. You can expect to work with other motivated and qualified colleagues and you will receive a professional development budget.

The successful candidate will need to be resilient and adaptable, able to thrive in a fast changing working environment, flexible with regards to roles as growth occurs, and able to be creative to find and implement administrative solutions where no precedent exists.

The successful candidate will also have excellent communication (oral and written) skills and an ability to work as part of a team and with people at all levels. They will have administrative and customer service experience, familiarity with common database and communications systems and a commitment to providing a first-rate guest and administrative service.

Educated to 'Highers' standard or above, the role-holder will be able to prioritise effectively, organise meticulously and be a first point of call for all aspects of the business side of Garden operations. They will have a high level of computer literacy and technological awareness together with a methodical approach to work.

For a full job description and person specification pack please email info@standrewsbotanic.org and apply via email.

Information submitted on Facebook will not be accepted.

Dunfermline area

Job Title	Employer Name	Location	Advertised & more information	Closing Info
NEW Care Worker	Glendale Lodge	Dunfermline	https://www.indeed.co.uk/cmp/Glendale-Lodge/jobs/Care-Worker-f23003bdd8317aff?vjs=3	Posted 09/04

NEW Bar Staff	Louie Browns	Dalgety Bay	We are looking for full time bar staff to join our team at Louie's. If interested please drop us an email at info@louiebrowns.co.uk including a contact telephone number	Posted 02/04
Production Operator / Weekend Assistant/ Assistant Retail Manager/ Retail Assistant – 24 hours/ Delivery Driver & more	Stephens Bakery	Kirkcaldy, Rosyth, Dunfermline	https://www.steakbridie.com/careers/?fbclid=IwAR2QxzGUZkdWsB6gQVeK_6wyMEAxYGNeEzokiS4iKGa7Dh0-vYbKpwhYrcE	Seen 01/04
Front of House & Chefs required	Frankie & Bennys	Dunfermline	We are looking for enthusiastic individuals to join our family. The candidate must have a passion for service and the ability to multi task is essential. The successful applicant must have flexible availability with no previous experience essential as Full training will be given. To apply email a cv and cover letter to dunfermline@frankieandbennys.co.uk or hand into our restaurant.	Closing date 12/04/19
Outdoor Education Assistant	Fife Council	Lochore Meadows Country Park	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/outdoor-education-assistant-fif13413-150372?from=org Temporary until 29 Sept 2019	Closes 04/04
Senior Youth Worker	Fife Council	St Columba's RC High School, Dunfermline	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/senior-youth-worker-fif13427-150226?from=org 25 hours per week, temporary until 31 March 2020	Closes 18/04
School Support Assistant	Fife Council	Carnegie Primary, Dunfermline	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/school-support-assistant-fif13397-150227?from=org 25 hours per week, temp until 18 th June 2019	Closes 04/04
Clerical Assistant	Fife Council	Aberdour Primary School	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/clerical-assistant-fif13388-150081?from=org 9 hours per week	Closes 10/04
Clerical Assistant	Fife Council	St John's RC Primary School, Rosyth	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/clerical-assistant-fif13380-150159?from=org 9 hours per week, permanent	Closes 10/04
Pupil Support Assistant Level 2	Fife Council	Lynburn Primary School, Dunfermline	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/pupil-support-assistant-level-2-fif13402-150160?from=org 18.50 hours per week, temp until 28 June 2019	Closes 02/04
Harbour Master	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/harbour-master-fif13387-149950?from=org Casual/Relief, all Fife Council Owned HARbours	Closes 09/04
Social Care Worker	Fife Council	Various in Fife	https://www.myjobscotland.gov.uk/councils/fife-council/jobs/social-care-worker-fif13333-149951?from=org Must have, or be willing to achieve in the first period of registration, the Social Services and Healthcare SCQF6 SVQ3 or equivalent to meet Scottish Social Services Council registration.	Closes 23/04

Other Opportunities

Police Scotland Recruitment

<http://www.scotland.police.uk/recruitment/police-officers/>