



Rewards Training



Apprenticeship Vacancies

BUSINESS ADMIN

CUSTOMER SERVICE

IT





JOB OF THE WEEK!!

Business Admin Apprentice, Burgess Hill (ref 1562523) - £4.87ph

Our client is a local training provider. They are offering an exciting opportunity for a Business Admin Apprentice – a varied role that will allow you to develop your skills and pave the way for a successful future career! Applicants must be hard working, reliable and eager to learn. Must be computer literate and possess strong written and verbal communication skills.

CURRENT VACANCIES

Trainee Trainer Apprenticeship, Crawley (ref 1572797) - £5 per hour

Here at Rewards Training, we are pleased to be advertising the opportunity for a confident, hard-working individual with a passion for customer service. We are currently seeking an Apprentice to join our Adult Community Learning team. This is a varied role, supporting our learners with their training and undertaking general administrative duties.

Business Admin Apprentice, Crawley (ref 1562487) £5.50ph

This Care Recruitment agency are seeking an apprentice to join their team. Working within a busy, fast paced environment, you will have a vast range of responsibilities including processing pre-employment checks, liaising with clients for bookings and general administrative tasks.



Business Admin Apprenticeship, Brentford (ref 1545554) £5.50ph

Our client, a security alarms specialist, is looking for several apprentices to work within their recruitment team. You will be responsible for ensuring job descriptions are up to date, advertising vacancies for sales staff and shortlisting CVs. You will then manage the administration procedures required to bring new staff members into the business.

Customer Service/Trainee recruitment apprentice, Crawley (ref 1524223) £7.69ph

This technology recruitment company are experiencing an exciting period of growth – business is booming and they are offering the opportunity for an aspiring Recruitment Consultant! It is essential that you have experience of working within a target-driven sales role, but they will provide full training.

Customer Service (IT Helpdesk) Apprenticeship, Horley (£8.10 per hour)

We are looking for an enthusiastic and positive and well-motivated team worker with a keen eye for detail and a passion for resolving problems to join our Helpdesk team in Horley. As the successful applicant you will be providing payroll software support to our Payroll Services customers; working with both internal and external stakeholders to ensure optimum customer experience and problem resolution is delivered. Answering the phone to internal and external customers

For further information on any of these opportunities, call Donna Eyre or Terry Chippington on 01293 224 220 /217