


## Vacancy Details

<b>Vacancy Title</b>	Apprentice in Construction Operations / Groundwork	
<b>Employer Name &amp; Contact Details</b>	Matthews & Leigh Civil Engineering Ltd	
	Title	Miss
	First Name	Karen
	Surname	Cushion
	Position	Training Co-ordinator
	Telephone	01257 792030
	Mobile no (optional)	07973 898582
	Email Address	training@matthewsandleigh.co.uk
	Fax no (optional)	
	Contact by email/mail/phone?	email
<b>Short description –</b> <i>This will be displayed in the short description on NAS so is the first information the applicant sees and must be exciting and eye catching.</i>	This is an exciting opportunity to build a successful career in Civil Engineering and Construction with an established and successful local construction business.	
<b>Full description</b> <i>This is full details of the role taking the detail from the job description</i>	<p>If you enjoy practical work and want a job outdoors, then working on a construction site could be for you.</p> <p>To be a Construction Operative/Groundworker, your duties will include:</p> <ul style="list-style-type: none"> <li>• Groundworking – marking out and digging shallow trenches for foundations and drains.</li> <li>• Concreting – layering and smoothing concrete for foundations, floors and beams.</li> <li>• Road working – concreting, laying kerbs, paving and re-surfacing.</li> <li>• Road surfacing – working with the surfacing team to lay / construct road pavements.</li> </ul> <p>The successful applicant will learn how to use various hand, power and machine tools and, with further training, you could operate construction plant equipment, such as dumper trucks or excavators.</p> <p>The successful applicant will be employed, will attend college 1 day per week and work on construction sites around the North West for the remaining 4 days per week. The Apprenticeship will be approximately 12 to 14 months long.</p>	
<b>Weekly Wage</b>	£160-210 plus bonuses for achievement	
<b>Working Week</b>	Approximately 40 hrs per week	
<b>Future prospects description</b>	<p>This Apprenticeship programme is very much the start of an exciting career in the Construction and Civil Engineering Industry.</p> <p>Once the programme is complete, there will be opportunities to progress to drive plant machines, become a Supervisor or Site Manager, or carry out more technical roles on site such as Quantity Surveying, Planning, Buying and Estimating, etc.</p>	

Employer Details	
<b>Employers name</b>	Matthews & Leigh Civil Engineering Ltd
<b>Employer address</b>	141 Chapel Lane, Coppull, Chorley, Lancashire, PR7 4ND.
<b>Employer Description</b>	<p>Matthews &amp; Leigh Civil Engineering Ltd is a family run Construction and Civil Engineering business. Established by brothers Ian and Andy Leigh in 1998, it has grown steadily to become widely recognised as a reputable company within the Construction and Civil Engineering Industry, throughout northern England and the Midlands.</p> <p>Matthews &amp; Leigh is involved in all aspects of construction and civil engineering and has vast experience in the Industry. The main core of the business is groundwork for new housing developments, including roads and sewers, foundations, slabs, drainage, services and externals.</p> <p>The company prides itself on being able to undertake a range of diverse developments from large residential housing sites through to smaller private and domestic projects. Its directors Ian and Andy are extremely hands on, providing valuable advice, experience and leadership.</p> <p>This, in turn has led to excellent relationships with clients for being reliable, efficient and professional, whilst placing high emphasis on completing contracts within budget and on time. This approach has led to a high level of repeat business.</p>
<b>Employer website and logo</b>	 <a href="http://www.matthewsandleigh.co.uk">http://www.matthewsandleigh.co.uk</a>

Vacancy Location	
<b>Vacancy Location</b>	Work will be carried out on different site locations around the North West. College attendance will be at Coppull.
<b>Number of Vacancies</b>	8
<b>Job Sector (Framework)</b>	Construction Civil Engineering – Construction Operations
<b>Training to be provided</b> <i>(leave blank)</i>	Matthews & Leigh Training and Preston College
<b>Expected Apprenticeships</b>	Approximately 12 to 14 months

About the Candidate	
<b>Skills required</b>	<p>To be a Groundworker, you will need:</p> <ul style="list-style-type: none"> <li>• An interest in Construction.</li> <li>• A good level of fitness.</li> <li>• Good practical skills.</li> <li>• The ability to follow written and spoken instructions.</li> <li>• A good head for heights.</li> <li>• Good teamworking skills.</li> <li>• An awareness of on-site health and safety issues.</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• You must be keen to work outdoors.</li> <li>• You must be well presented and organised.</li> </ul>

	<ul style="list-style-type: none"> <li>You should also be honest, reliable and willing to learn.</li> <li>You must be committed to completing this apprenticeship.</li> <li>A desire to learn about the Construction Industry.</li> </ul>
<b>Qualifications required</b>	GCSE English and Maths at grade C or above or equivalent is preferred but not essential.

### Additional Detail

<b>Reality check</b>	<p>Working in the Construction Industry is exciting - there is never a dull moment!</p> <p>The Industry is very interesting and rewarding seeing buildings built that shape towns, cities and peoples' lives.</p> <p>Working in the Construction Industry takes hard work and commitment. Working hours are around 40 hours per week and some sites work evenings and weekends.</p> <p>At the start of the Apprenticeship, transport can be arranged for you, but in the long term you will need to learn to drive and work towards having your own transport.</p>
<b>Important Other Information</b>	Apprentices need to hold a CSCS Card to work on construction sites. This can be arranged via Matthews & Leigh Training Dept.

### Supplementary Application Form Questions

<b>Two Vacancy Specific Questions:</b>	<p><b>Question one:</b> What qualities could you bring to this role?</p> <p><b>Question two:</b> What attracted you to this role?</p>
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### Key Dates

<b>Closing date</b>	20 <sup>th</sup> November 2015
<b>Interview start date</b>	23 <sup>rd</sup> November 2015
<b>Possible start date</b>	December 2015