

Our vision is to become a beacon of educational excellence, transforming the lives of the individuals and communities we serve

Apprentice Talent Coordinator

Reference Number: SCCI81944

Salary: Starting salary £19,773 per annum with incremental progression to £22,490

Advert Closing Date: Midnight on Wednesday 14th November 2018

Interview Date: W.C 19th November 2018

Location: Frontier House

Contract Type: Permanent

Hours per Week: 37

Apprenticeships at Salford City College are seeking a dynamic and motivated Apprentice Talent Coordinator who has a passion for working with individuals to prepare them for and recruit them into apprenticeship opportunities with our employer clients. You must have the ability to work under pressure, multi-task and be able to focus on providing the highest quality of recruitment service.



The right candidate will be willing to engage with individuals, local services and partners within the area to source the best talent for our employers. You must possess the skills, experience and knowledge to be able to provide careers advice and guidance and be passionate about the world of apprenticeships and the benefits they offer. You will also be able to enhance and develop the skills of individuals through workshops and individual sessions, ensuring they are best prepared when they meet potential employers.

Candidates will need to have high levels of both communication and motivation to inspire individuals to be proactive in securing themselves an apprenticeship.

About Us

To apply for this job, please complete the registration and online application form via our [website](#).

For more information, please visit our [website](#) and [twitter](#) or if you have any queries regarding this vacancy please email HR@salfordcc.ac.uk

Reason to Join Us:

- A range of developmental & career opportunities
- A number of optional Salary Sacrifice Schemes including IT Equipment, Childcare Vouchers & Bikes
- Staff Discounts – including www.staffbenefits.co.uk and NUS Extra
- Various health & wellbeing benefits including discounted gym memberships & confidential staff counselling via CareFirst
- Family Friendly & Flexible Working Policies

Commitment to Safeguarding

As part of our safeguarding commitment we undertake DBS checks as part of our pre-employment procedures on all potential new employees. Appointees will be required to pay for their own DBS checks where applicable to the post.