



Bath Spa Careers

Discover your talent. Develop your skills. Define your self.

24th June 2010

- *Freelance Graphic Designer wanted at Bath Spa Live! BSU*
- *Apple accredited training for BSU graduates – introduction to Final Cut Pro 7*
- *Business Start-up workshops with BSU's Entrepreneur-in-Residence, John Hector.*
- *Team Leaders required by Moto, Motorway Services, Leigh Delamere (M4 Chippenham)*
- *Graduate Management Trainees, Synergy Healthcare Research (suit Chinese graduates/Mandarin speakers, Business & Management graduates, Science or Health Care related graduates).*
- *Graduate Retail Management Scheme, Waitrose*
- *Graduate Development Framework programme, BAE Systems*
- *Graduate Schemes, Sainsbury's (all company departments)*
- *Media Sales Executive, Artists & Illustrators magazine, London*
- *Graduate Residency opportunities, Pervasive Media Studios, Bristol*
- *Junior Web Developer (Graduate Internship), Tickbox Marketing Ltd, Bristol*
- *Publishing/Administration Assistant, Automotive (Future Publishing), Bath*
- *Communications Assistant, The Barbican (Media Relations Dept.), London*
- *FREE Journalism workshop, Bournemouth, Dorset*
- *Club Leaders, Clubs 4 Children (children's after-school and holiday clubs, local)*

Freelance Graphic Designer

Bath Spa Live, Bath Spa University

c. £8.50ph

Closing date: Wednesday 15th July

Bath Spa Live programmes, produces and promotes exciting music and performing arts events in Bath Spa University's three main venues (University Theatre, Michael Tippett Centre and Burdall's Yard) as well as in other venues in Bath and the surrounding area.

We are currently looking for a freelance graphic designer to work with the BSL marketing department on brand image and promotional material from July 2010 to June 2011 and possibly beyond. The ideal candidate will have an interest in music and performing arts, will be buzzing with ideas and will be flexible, efficient and 100% reliable.

This would be an excellent opportunity for a recent graduate who is aiming to build a freelance career. For more information about BSL see www.bathspalive.com

Email a CV, covering letter and examples of your work to Lindsay Endean, Marketing & Development Manager l.endean@bathspa.ac.uk

Apple accredited training for BSU graduates:

FCP 101 – an introduction to Final Cut Pro 7

We are currently offering recent BSU graduates (including 2010 graduates) the opportunity to sign up for our 3 day Apple accredited training course **FCP 101: Introduction to Final Cut Pro 7** running on **14th, 15th, 16th July, TN116, Newton Park**. This course is for graduating students and recent graduates ONLY. This is the first time we have been able to offer a course specifically for graduates and we are offering the course for the heavily discounted rate of £150 (usual cost of commercially run courses is approximately £600).

This course takes place in the week before graduation, so should be the perfect opportunity for any graduating students to gain this professionally recognised qualification before leaving BSU. Full details of the course and booking details can be found [here](#). Places are limited, so book now so as not to miss out.

Business Start Up Workshops, Bath Spa University

Thinking of starting up your own business? Got an idea for a new enterprise but not sure how to go about setting up on your own? BSU's Entrepreneur in Residence, John Hector, will be giving advice, tips and practical information on self employment and how to start up your own business at these two summer workshops. You will also have the opportunity to talk to John individually and seek advice about your own plans. [Book now](#) so as not to be disappointed.

[Business Start Up Workshop July](#) Wednesday 21st July, 10.00am – 2.00pm, MH1.11, Newton Park

[Business Start Up Workshop August](#) Tuesday 10th August, 10.00am - 2.00pm, MH1.11, Newton Park



Team Members -

Weekdays £6.47 per hour

Weekends £8.08 per hour

As a Team Member, you'll be really important in helping to keep everything running super smoothly. You'll be vital to our business, and the face of Moto to our customers. We're looking for people to join us in our catering and retail departments at our **Leigh Delamere Site (M4 Junction 17/18)**.

You don't need lots of experience. We're looking for people who are positive and helpful. People who enjoy working with customers and love being busy. Our training will take care of the rest. Whilst you'll need your own transport, we can offer a range of working patterns, full or part time, weekends, week days, day time or evenings. Permanent, temporary or holiday work is available, with the opportunity to continue working part time while studying.

Our benefits include a generous meal allowance, weekend premiums and exceptional career opportunities. Join us and be part of the journey.....

Interested? Please e-mail your CV to yvonne.savage@moto-way.co.uk.

Synergy Healthcare Research

Graduate Management Trainee

Closing date: Friday, 2nd July 2010

Location: Vacancies within the North East, Midlands, London and Swindon

Salary: £23,000

Degree: 2:1 in a business/management degree or in a science or Health Care related discipline. You'll also need to be eligible to work in the UK and have a full, clean driving license.

We are also very keen to hear from Mandarin speakers, who have the right of abode in China. At the end of the programme you will move into management roles in our growing businesses in China.

At Synergy Health we give you every opportunity to develop a satisfying and long term career. Synergy Health delivers a range of specialist outsourced services to healthcare providers and other clients concerned

with health management. These services are aimed at supporting our customers to improve the quality and efficiency of their activities, whilst reducing risks to their patients and clients.

You'll enjoy workplace and off-the-job training, and undertake project placements within one of our three Divisions. You might even have the opportunity to be seconded to one of our companies overseas.

This training will prepare you for a junior management role within the Division in which you train or within the wider Group - this will of course depend upon the roles that are available at the end of your training period.

All we ask is at least a 2:1 in a business/management degree or in a science or Health Care related discipline. You'll also need to be eligible to work in the UK and have a full, clean driving license.

We are also very keen to hear from Mandarin speakers, who have the right of abode in China. At the end of the programme you will move into management roles in our growing businesses in China.

How the programme is structured

- A 17 month programme – commencing September 2010
- 4 periods of training in departments within the Division
- A mentor for the duration of the programme
- Management Training - leading to a Chartered Management Institute qualification

Rewards and Benefits

- £23,000 per annum
- Opportunity to join the Pension scheme
- 23 days holiday per year

How to apply:

Download and complete an application from the [Synergy Health web site](#) then email your application form, CV and covering letter to: graduate.recruitment@synergyhealthplc.com

Waitrose

Graduate Retail Management Scheme

Closing date: Friday, 2nd July 2010

Salary: £24,500

Locations: nationwide

Start date: Autumn 2010

Degree: Minimum 2:2 degree in any discipline

To equip you with operational experience, managerial expertise and leadership qualities, we offer tailored

and flexible training. You'll rotate around a number of branches gaining practical exposure to management issues whilst contributing to the day-to-day running of each supermarket. With ongoing coaching and continuous feedback you'll also benefit from formal courses on everything from leadership and communication skills to sales and business analysis.

Prove your worth in your first management role as Section Manager and you'll move on quickly to Duty Manager Training, then 'acting' Department Manager. This is where you take responsibility for the performance of more than 100 Partners working across several selling sections. Formal appointment as Department Manager will not be far away. We expect graduates to progress to Branch Manager within a few years.

Decisiveness is vital plus a natural ability to lead a team and bring out the best in others. And, of course, we'll also look for genuine passion for good food and the determination to achieve results in a food retail environment.

The capacity to cope with the pace and intensity of this scheme is hugely important.

To apply, [click here](#).

BAE Systems Graduate Development Framework programme (locations throughout UK)

Business and Engineering vacancies

Closing date: 19th August 2010

Salary: £24,000 - £28,000 dependant on skills and qualifications

Join us at BAE Systems and you'll become part of Europe's largest defence, security and aerospace company with over 105,000 employees worldwide and sales that exceeded £18.5bn in 2008.

We develop, deliver and support some of the most advanced defence, security aerospace systems in the world, leading to over 100 new inventions each year.

We have a range of **Engineering** and **Business** opportunities.

Whichever area of our business you initially join on our graduate programme, you'll be encouraged and supported to develop your natural potential. This could mean further study towards relevant professional qualifications, for which we'll provide all the resources and support you need. It will certainly mean drawing up your own individually-tailored Personal Development Plan, setting your own goals and achieving them through regular performance reviews. For full details, [click here](#)

Sainsbury's Graduate Schemes

Closing date: 2nd September 2010

Retail Management | Buying (Food) | Buying (Non Food) | Merchandising (Non-Food) | Customer & Marketing | Finance | HR | IT | Product Development | Product Technology (Food) | Product Technology (Non-Food) | Logistics | Commercial | Property.

(Plus, we offer excellent Summer placements)

Salary:

£23,000: Retail Management, Buying (Food and Non-Food), Merchandising (Non-Food), Customer and Marketing, Finance, Human Resources, Logistics, Commercial.

£25,000: IT, Property, Product Technology (Food and Non Food), Product Development and Location Planning

Locations:

Retail Management opportunities are located in our Centres of Excellence around the country. The Logistics scheme is based in our distribution centre in Hertfordshire, with placements in other distribution centres and offices around the country. All other graduate roles are based at our central London Store Support Centre.

For more information on the breadth of opportunities available, please visit

www.sainsburys.co.uk/graduates

Media Sales Executive

Artists and Illustrators Magazine (Chelsea Magazines), London

[Artists and Illustrators](#), Britain's biggest selling magazine for artists, is currently looking to recruit a media sales executive to join its advertisement sales team. This full time role based in Chelsea is suitable for a graduate who is looking to combine a passion for art with strong communication skills to forge a great career in Media Sales.

We offer a competitive salary and uncapped commission; full training given. No media sales experience required but a strong desire to succeed is a must.

Please send CV and covering letter to: will.delmont@chelseamagazines.com

Pervasive Media Studio, Bristol

Graduate Residency

This call for ideas is a unique opportunity open to new talent, recent graduates or people starting out in their careers, who would like to spend time developing a pervasive idea (commercial or creative) in an open and collaborative space.

[The Pervasive Media Studio's](#) Graduate and New Talent Residency scheme carves out space for brilliant people to take risks as start-ups, artists or researchers. Do you have an original idea or project which uses wireless, mobile, display or sensor technology? Have you been working on a creative technology application that you would like some time and support to keep developing? Then we would love to hear from you.

We offer a great location, desk space for three months, meeting rooms, editing facilities, access to advice and guidance from pervasive media experts and most importantly an open and collaborative environment which will help shape your idea.

For information on how to apply, please click here <http://www.pmstudio.co.uk/news/2010/04/27/graduate-new-talent-residencies-do-you-want-join-studio>. There is no closing date for the programme and applications will be assessed on a monthly basis.

Junior Web Developer (13-week Graduate Internship)

Tickbox Marketing Ltd, Bristol

£203 p/w

Closing date: 2pm, Monday 5th July

Tickbox Marketing is an experienced web design/development and marketing company with a strong track record working in the arts, charity and public sectors.

Job type and purpose:

To design, develop and test website builds and updates. To interact with clients on projects, updates or support issues. To handle internal IT and manage company systems.

Relevant degree:

Suit Graphic Design, Web Design or Computer Science graduate

Opportunity to gain industry experience in an established, successful, small web marketing, design and development company. To receive on-the-job training and guidance from experienced web designers and developers.

Opportunity for internship position to become a full-time, permanent role in the company. This is a full-time role, lasting up to 13 weeks, to end late September 2010.

For full details and to apply, [click here](#).

Future Publishing – Automotive (Bath)

Administration Assistant (publishing, full-time)

Ref: FUTU 1008

About The Role:

Are you looking for a varied and challenging support role in a team environment?

As Publisher's Assistant you will provide proactive support to three Publishers where you'll have responsibility for organising all travel and accommodation, diary management, preparing reports and presentations, copy typing, organising all meetings, assisting with events, as well as other administrative tasks including sorting the post and acting as Office Manager for the automotive brands.

About You

You will have experience within a secretarial, assistant or similar role where you will have developed excellent administration skills. You will be a confident communicator, a great team player with a positive and helpful attitude. As you will be supporting several Publishers, you will need to have fantastic organisational skills, be good at managing your own time, be able to prioritise tasks and work under your own initiative. Good IT skills and experience of using Microsoft Office and Outlook are essential.

What We Can Offer You

In addition to a competitive salary, generous holiday entitlement, comprehensive training programmes and additional benefits this is a great opportunity to work within a vibrant team in a fast moving media company.

About Us

Future is an international special-interest media company creating over 180 publications, websites and events, with strong portfolios in the technology, games, music, automotive and sports sectors.

Future's automotive portfolio reaches a broad audience of passionate motoring enthusiasts. Through our specialist motoring magazines, websites and interactive automotive events, we excite and educate over 350,000 people whose lives are driven by a love of modified cars, classic cars, individual marques and motorcycles.

How To Apply

To help us ensure we select the right candidates for interview please upload your CV and covering letter online, focusing on why you are the right person for the job. You will also need to indicate what salary range you would ideally be looking for. For the full job specification, click [here](#).

Barbican, Media Relations Department, London

Communications Assistant (Permanent)

Salary range: £19,660 - £22,570

Closing date: 07/07/2010, 12pm. Late applications will not be accepted. Interviews to be held week commencing 19/07/2010.

Open 363 days a year, the Barbican, Europe's leading Arts and Conference Centre, presents an unparalleled variety of performing and visual arts of world class calibre, as well as hosting extensive commercial activity.

The Barbican Media Relations department is looking for a talented, organised and flexible Communications Assistant.

The Communications Assistant will provide administrative support in the daily running of the Managing Director's and Media Relations Office.

Evening and weekend attendance at events is an integral part of the post.

You will have excellent organisational, time management and communication skills and will be a great team player and a born diplomat. It is essential that you have excellent IT skills, experience of working with databases and will be willing to undertake the administrative duties for the department.

For further details and an application pack please visit www.cityoflondon.gov.uk/jobopportunities or call corporate Recruitment Unit on 020 7332 3978 (24 hour answer phone) quoting the reference number **BC194**. A minicom service is available on 020 7332 3732.

For more information about the Barbican Centre and the vacancy please go to www.barbican.org.uk.

Send us your completed application form, quoting ref: BC194:

Email: cru@cityoflondon.gov.uk

Post: CRU, PO Box 270, Guildhall, London EC2P 2EJ

Fax: 0207 332 3091

(For details of this and other arts jobs or internships, see [artsjobsonline](#))

FREE Journalism workshop

Friday 9th July 2010 (10.30 am - 1.30 pm)

Up To Speed Journalism, (offices of Daily Echo, Bournemouth)

Aspiring reporters interested in a career in newspapers/magazines can enrol for a free journalism **workshop** staged in the newsroom of Up To Speed Journalism based in the Daily Echo, Bournemouth.

This practical three-hour session will get you working on your own stories and there will be a chance to meet some of the Up To Speed staff. Each attendee will get individual feedback.

We place great emphasis on traditional skills, but at [Up To Speed](#) we believe in preparing you to be the journalists of the future.

If you are serious about journalism and have plenty of drive and determination, please contact us about attending one of our free journalism workshops. If you are not able to come to this, then email us and we'll do our best to arrange another time for a visit.

Space is limited, so email rcarr@uptospeedjournalism.com now to reserve your place – you will receive confirmation of your place and information of the day by email.

Club Leaders required...

[Clubs4children](#) is seeking Club Leaders for a number of holiday clubs locally which we are running over the summer and for our after school programme in September.

Clubs4children work in local primary schools offering enrichment activities which broaden the curriculum. Our programme is as diverse as our personnel and we are currently seeking to recruit leaders for our holiday clubs and after school provision. Our core activities include French, Spanish, Music, Musical Theatre, Drama, Dance and Sport but Cheerleading, Graffiti Art and Street Dance are becoming more and more part of our growing programme.

Good remuneration commensurate with experience, Invaluable work experience which proves to a future employer versatility, commitment and enterprise.

If you have a sense of fun, enjoy working with children and are interested in finding out more, please visit www.clubs4children.org or,

e-mail recruitment@clubs4children.org for an on-line application form.

Job seeking, writing your CV or filling in application forms? Got an interview lined up?

[BSU Careers](#) invite you to attend one of our free summer workshops for graduates focusing on these key themes. Come along to our friendly, informal, interactive and informative half-day sessions where you'll get structured information, tips and sound advice from our careers professionals, an opportunity to share your experiences or hear of others' (optional!) and to network with fellow graduates. There are still places left, but book to secure your place. Graduates who attended last summer's workshops benefited from a renewed confidence and approach to applying for jobs and getting through interviews. What have you got to lose?

[Book for Thursday, 1st July](#)

[Book for Thursday, 29th July](#)

[Book for Monday, 23rd August](#)

Bath Spa Careers remains available to our recent graduates, for careers-related advice, guidance and information. Open all year round for appointments/telephone appointments. Please contact us on 01225 875525 or email careers@bathspa.ac.uk

Sign up for jobs, log into our website today!

In the lower right corner of our website (home page) is the following box:



Once logged into this section of www.bathspa.ac.uk/careers you can view:

- 1) Local job vacancies
 - 2) National job vacancies
 - 3) Placements/Internships – undergraduate & graduate
 - 4) Directory of SW Employers
-

Look for graduate and student jobs... search for jobs on popular graduate jobs websites, e.g.:

[Graduate Talent Pool](#)

www.gradsouthwest.com

www.jobssw.co.uk

www.artsjobsonline.com

www.milkround.com

www.gradjobs.co.uk

www.grb.uk.com

www.mad.co.uk

www.prospects.ac.uk

www.jobsearch.co.uk

www.totaljobs.com

www.mediauk.com

www.bristolmedia.co.uk

www.environmentjob.co.uk

www.wheretowork.com

www.targetjobs.co.uk

www.creativeappointments.co.uk

[Creative Opportunities](#) (University of the Arts, London)

www.e4s.co.uk

www.fledglings.net

www.anyworkanywhere.com

www.summerjobs4students.co.uk

www.activate.co.uk

[...more](#)

For the latest information, news, jobs and campus events, please visit our website at:

www.bathspa.ac.uk/careers



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