



Commercial Banking - Customer Products & Propositions Internship

NatWest Group ★★☆☆☆ 24 reviews

Manchester

£21,500 a year - Full-time, Internship

[Apply on company site](#)



Our people work differently depending on their jobs and needs. From home working to job sharing, visit the remote and flexible working page on our website to find out more.

This role is based in the United Kingdom and as such all normal working days must be carried out in the United Kingdom.

About you

- To be eligible for our Commercial Banking - Customer Products and Propositions internship, you'll need to be in your penultimate year of university and be on course to achieving a 2:1 in your degree
- We're looking for people with the curiosity to approach things from fresh perspectives and the determination to shape the best solutions for our customers
- You're motivated and ambitious, and you bring integrity, creativity and a real customer focus to your work
- You'll work well in teams, with strong communication, analytical and problem solving skills
- You'll have an entrepreneurial spirit, willingness to learn and adapt and high personal integrity

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Senior Hairdresser / Senior Hair Stylist

Avesta Hair & Beauty

Salford Quays

£20,000 - £30,000 a year - Full-time, Part-time, Permanent, Fixed term, Freelance

 Responded to 75% or more applications in the past 30 days, typically within 2 days.

Apply now



Senior Hairdresser / Senior Hair Stylist

Avesta is a family owned and independent hair and beauty salon in the heart of Salford Quays. As a top rated high street salon with a great client base, we have got a fantastic opportunity for a fully qualified Hair Stylist who wants to work as part of a great team with reputation for excellence.

We are looking for creative and passionate individuals with minimum of NVQ level 2 qualification in hairdressing. Full training will be provided and you will be working in a busy environment and expected to work to the highest professional standards. You will also have the opportunity to work along side a team of experienced and award winning stylists with the opportunity to get promoted to management. For the right stylist we will beat your current salary.

What we offer

We offer the following benefits and perks to our employees:

- Competitive salary.
- Paid breaks.
- Advanced training with high street brands in the industry.
- Work in an environment with a vast diversity of clientele.

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Advanced Job Search

Administration Assistant

The Tutor Trust  15 reviews

7 Great Ancoats Street, Manchester M4

£23,001 - £26,001 a year · Full-time, Permanent

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Job Company

About Tutor Trust

The Tutor Trust is a registered charity which aims to tackle educational inequality in a unique way. Our mission is to 'transform lives through tutoring' by making sure every child who needs some additional academic support can access a great tutor. We recruit and train bright university students as tutors in the core subjects of Maths, English and Science and place them in state schools.

We have won multiple awards and are now recognised as one of the most innovative and impactful education charities in the UK. We have strong evidence of our impact from a randomized control trial by the Education Endowment Foundation, and in 2019 became an EEF 'Promising Project.' A proudly Northern born-and-bred charity, we serve Greater Manchester, Leeds, Bradford and Merseyside.

Job Purpose:

This is an exciting opportunity for a well-organised and professional individual to join our Manchester office to support our work with disadvantaged children. You will need excellent communications skills, strong IT capabilities, be highly organised and have the ability to prioritise with a varied workload in a fast-paced environment.

Main Functions:

Administration

- Administrative work associated with ensuring office provision and resources are fit for purpose. This will include support to staff working remotely as well as maintenance of the Trust's central office. Tasks include organising stationery and equipment orders, keeping ordering records up to date, assisting with the scheduling and management of building maintenance; maintaining equipment and IT logs and list etc.
- Support the COO with recruitment processes which may include posting of adverts; dealing with enquiries from applicants; filing and anonymising applications; scheduling interviews and communication with applicants in general.
- To support the wider Tutor Trust team with various administrative tasks as required, including data entry, inputting on databases, communication with Tutor Trust staff, trustees and suppliers.
- Present a professional front of house service to visitors, telephone calls and emails; including monitoring of key Trust email inboxes.
- Provide scheduling support to the Trust overall including team meetings, managers meetings, board and trustee meetings.
- Provide administrative support to the COO on HR projects relating to staff benefits and policies.
- Work alongside the office manager providing administrative and logistical support with the daily running of the office.
- Finance support including: administering the pension platform, and providing admin support to the finance team.
- Supporting the monitoring of HR policies and ensuring the organisation demonstrates best practice in areas such as employee absence, grievance, diversity, recruitment and staff development.
- Support recruitment of staff across the organisation: helping draft JDs, advertising roles, managing, scheduling and attending interviews.
- Event support – Assist the team with plans and delivery of The Tutor Trust Summer Reception.
- Booking venues for training/meetings/interviews/events

Additional Responsibilities:

- Providing administrative support to the Tutor Trust organisation and staff, including:
 - Looking after visitors
- Using a variety of software packages to produce correspondence and documents, and maintain presentations, spreadsheets and databases
- Filing and storing paperwork (and electronically), documents and computer-based information
- To be an active member of the team and actively contribute to the Tutor Trust's overall strategic plan
- To take a creative and enthusiastic approach to contributing to making the Tutor Trust successful
- You will be asked to assist in general office duties as necessary

Person Specification

Good candidates for this role will be high achievers, with excellent IT, English and organisational skills. They will have well-developed interpersonal skills and will work effectively within a team environment.

Skills

- Excellent organisational skills.
- To be fully IT literate, particularly to be competent with Office365, Microsoft Excel, Word and Outlook.

Company Info

**THE
TUTOR
TRUST**

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 15 reviews

Evidence of our impact We have amassed a wealth of positive feedback about the impact of our tuition from the schools with which we've...

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Advanced Job Search

Clinical Logistics Delivery Driver

Sciensus 165 reviews

Bolton

£24,500 a year

You must create an Indeed account before continuing to the company website to apply

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As a delivery driver you will not only love to drive, you will have a passion to provide an outstanding customer service to our patients delivering medication with care and efficiency across a vast geographical area.

Working within the clinical logistics team as a driver, this will give you the opportunity to play a part in one of our most critical roles by being the face of our business and enhancing our patients journey.

Who are Sciensus and what do they do

At Sciensus, we're proud to be a leading healthcare provider. Established in 1992, we've worked in partnership with the NHS, private medical providers and pharmaceutical companies to bring patients the life-changing treatment they need, in the comfort and convenience of their own homes.

Today we're a 1,700-strong team, delivering complex clinical care and medication services to over 200,000 diverse patients across the UK and Europe. Together, we're dedicated to helping each and every patient make the most of their medicine, wherever they are.

So, using unparalleled insights, cutting-edge research and intuitive technology, we connect with people powerfully and personally, focusing on their unique needs, empowering them to achieve their goals, and supporting them every step of the way.

Why would I work at Sciensus ... the benefits?

We offer a fully comprehensive compensation package with a salary of £24,500.00

We have three values that underpin all our actions, these are not just statements these make our culture.

Equality, diversity and inclusion is embedded within our Values, processes and behaviours therefore fair treatment and inclusion is at the heart of the service we deliver to meet the needs of our diverse patients.

This all sounds great - What key skills do I need to apply:

Full UK Driving Licence with no more than 6 points on your license. Previous experience within a multidrop delivery environment with a track record of on time deliveries

Excellent Customer Service

Team focused to achieve group goals

Have strong communication skills with the ability to tailor your approach to each and every patient

Highly organised, able to problem solve and follow instructions clearly.

HCOTH21

Sciensus
6 days ago
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At Sciensus, we're proud to be a leading healthcare provider. Established in 1992, we've worked in partnership with the NHS, private medi...

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Advanced Job Search

Student Support Administrator

The University of Manchester 250 reviews

Oxford Road, Manchester M13

£24,174 - £27,116 a year - Contract

You must create an Indeed account before continuing to the company website to apply

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We are seeking a highly motivated Student Support Administrator to join the busy Education Support Team in the School of Biological Sciences.

The Student Support Administrator will work as part of a team providing a key service to all Undergraduate students and academic colleagues, supporting new ways of working to enhance the student experience.

The successful candidate will be able to demonstrate excellent organisational, interpersonal and communication skills, be responsive to customer needs and have the ability to handle difficult situations in a calm manner. Excellent IT skills are essential and the ability to adapt to changing systems and platforms.

Anyone wishing to work in a busy environment, who has an ability to work to tight deadlines whilst under pressure, is encouraged to apply.

As an equal opportunities employer we welcome applicants from all sections of the community regardless of age, sex, gender (or gender identity), ethnicity, disability, sexual orientation and transgender status. All appointments are made on merit.

Our University is positive about flexible working – you can find out more here

Blended working arrangements may be considered

Please note that we are unable to respond to enquiries, accept CVs or applications from Recruitment Agencies.

Enquiries about the vacancy, shortlisting and interviews:

Name: Louise Stewart

Email: louise.stewart@manchester.ac.uk

General enquiries:

Email: hrservices@manchester.ac.uk

Technical support:

<https://jobseekersupport.jobtrain.co.uk/support/home>

This vacancy will close for applications at midnight on the closing date.

Please see the link below for the Further Particulars document which contains the person specification criteria.

Location

Oxford Road, Manchester M13



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The University of Manchester (UoM) is a public research university in the city of Manchester, England, formed in 2004 by the merger of th...

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Advanced Job Search

Social Media Administrator

Visage Textiles Ltd

9-11 Chatley Street, Manchester M3

£21,000 - £24,000 a year - Full-time, Permanent

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Company Info

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Textile wholesaler selling craft fabrics to independent stores and large retailers.

Company description

Textile wholesaler selling craft fabrics to independent stores and large retailers.

Job description

Digital Media Administrator role

This role is for a textile company based in Manchester. Experience within the fashion/textiles/craft industry or a keen interest in this area is essential.

Photography

- Photograph new products for website and customers to fit their specifications
- Must be competent in basic Adobe Photoshop and photography

Social Media

- Sole responsibility of Instagram, Facebook, Twitter and Tik-Tok
- Working closely with the design team to plan upcoming projects for new releases
- Scheduling content ahead of time
- Manage and respond to all comments, messages and interactions on social media
- Aim to have steady increase in followers and interaction
- Research relevant social media influencers for forward projects
- Work with partners and influencers on collaborations and fabric launches
- Manage the social media budget for paid content and Ads.

Blog

- Familiar with Wix is a plus
- Production of high quality written material for blog
- Keep up to date with key trends and events happening within the industry to provide relevant content.
- Working ahead of big calendar dates
- Liaise and work with bloggers on content, timings, and expectations

Charity

- Respond/ Reach out to charities and organisations on fabric donations from our excess deadstock and offcuts

Website & Image Management

- Wordpress CMS/WooCommerce:
- Add new products to website
- Maintain stock availability of regular lines under the current system (we are changing to an automated system)
- Add new customer applications to WooCommerce.
- Liaise with colleague to set stock availability for pre-order products. Again this will be automated in the new system
- SEO, link building and web optimization.
- WPBakery
- Create animated slides and calls to action on the home page.

Canto

- Catalogue and archive images.
- Create portals for use by sales agents and customers

Skills required

- Experience of running a blog and creating social media content essential.
- Experience in digital marketing/graphic design preferred.
- A keen interest in fashion or Arts and Crafts in general.
- Good organizational skills and ability to work to tight deadlines.
- Excellent written and communication skills, must be able to manage multiple projects often with tight deadlines.
- Good photography skills and demonstrated experience in Adobe Photoshop.
- Ability to work closely with team members and liaise with customers and bloggers on a daily basis.

Salary dependant on experience.

Working hours 8am-5pm Mon-Thur. 8am - 2pm Friday.

Office based with some opportunities to WFH.

Location: 10 minute walk from Manchester city centre.

On site parking.

Please email relevant CVs with a copy of your cover letter and examples of your work.

Please note that unless you have relevant experience you may not receive a direct response due to the high number of applicants. We will try to provide feedback to all relevant CVs.

Application deadline: 08/12/2021

What Job title, keywords, or company

Where Manchester

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Advanced Job Search

Medical Laboratory Assistant

Manchester University NHS Foundation Trust 35 reviews

Manchester M13

£20,330 - £21,777 a year - Part-time

You must create an Indeed account before continuing to the company website to apply

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An opportunity has arisen to join the Willink laboratory as a Medical Laboratory Assistant. The post is full time post job share will be considered working Monday to Friday. The Willink Biochemical Genetics laboratory has a national and international reputation as a centre specialising in the diagnosis and monitoring of patients with rare inherited metabolic disorders, particularly the lysosomal storage disorders. The laboratory has close links with the clinical service and therefore laboratory staff are able to see how their work contributes to the care of these patients.

The Willink Biochemical Genetics laboratory is part of the Genomic Diagnostics Laboratory and offers a highly specialised biochemical diagnostic service, primarily serving Manchester and the North West region, but also receives many referrals from throughout the UK and overseas. The laboratory provides a wide range of biochemical tests for the diagnosis and screening of rare inherited metabolic diseases, including regional screening for approximately 60,000 newborns per year for 7 specific disorders.

This is an excellent opportunity to learn a number of skills necessary for working in a Healthcare science laboratory including practical, theoretical and team working skills. This role is responsible for performing a range of protocol driven tasks. You will work as part of a team responsible for delivering one part of the service. Typical tasks are (but not limited to): - preparing and processing patient samples ready for analysis, preparing reagents, carrying out straightforward biochemical assays, basic maintenance of equipment and some administrative duties.

Applicants should have good communication skills, be able to work well in a team, remain calm under pressure, and be able to take initiative and prioritise workload. The work requires consistent attention to detail and excellent organisational skills. Good GCSE (or equivalent) results in maths, English and science, preferably A-levels in one or more science. Experience of practical laboratory techniques in biochemistry or chemistry (especially pipetting skills) would be desirable but full training will be given.

Manchester University NHS Foundation Trust

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Trust

35 reviews

Manchester University NHS Foundation Trust (MFT) was formed on 1st October 2017 following the merger of Central Manchester University Hos...

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