

Advertising with the Early Education and Childcare Unit

We offer a FREE advertising service to all childcare providers in Hampshire to help you to recruit new staff.

Use this form to let us know about your job vacancies. Please complete ALL sections to ensure that we have all the information we need about the role you wish to advertise.

Once received, vacancies will be advertised on the job search page on the on the Early Education and Childcare Unit website (www.hants.gov.uk/childcare). They will also be advertised through the Job Centre on their touch screen kiosks, their national call centre and their website (www.jobcentreplus.gov.uk). You will get a form from the Job Centre when they receive notification of your vacancy, which you will need to sign and return back to them. You will only need to do this once, and it is because you are advertising a vacancy in a sector with a vulnerable group.

We would be grateful if you could contact us once you have made a successful appointment to the role. By asking each applicant where they heard about the job, you can keep track of which form of advertising works best and allow for better planning of future campaigns. It will also mean that we can monitor the effectiveness of our website.

How to advertise:

1. Save the blank form as a Word document onto your computer,
2. Fill in the form
3. Save for your records
4. Open up a blank email and attach the completed Word document.
5. Send to the email address below

You can also chose to print off the form, complete and post or fax back.

Please return your completed form(s) to:

Early Education and Childcare Unit, Aquitaine House, 2-5 St Clement Street,
Winchester, SO23 9DR.

Fax: 01962 813887

Email: childcare.jobs@hants.gov.uk

Tel: 01962 813887

Important note:

By completing this form you are giving permission for all names and contact details to be displayed in the public domain on the internet and kept as a record on our database. At any time you can request that your details are removed by contacting us on the number above.

Childcare job vacancies

Ref:

Contact name for vacancy		Julia Campbell
Setting name Type of setting Pre-school/playgroup/ day nursery /out of school/crèche/holiday scheme Address (where job is based): The Nursery, Park Families Ltd Sandleford Road, Leigh Park, Havant PO9 4LR		
Telephone		02392424980 Email lhsurestart@warrenpark.hants.sch.uk
Job title of vacancy Early Years Practitioner	Number of staff required 3	
Staff type: permanent /temporary/maternity cover/apprenticeship/supply staff	Length of contract (if temp):	
Details of hours of work (including days and times) Full time Monday – Friday 7.45 – 6.15 37 hours (after 3 month probation) AND Please circle all that apply: full time /part time/school holidays/term time only/weekends/weekdays only		
Min rate of pay: £11,283 OR Annual salary:		Max rate of pay: - £14,078
Job description – please state main duties to be carried out We are seeking enthusiastic and motivated Early Years practitioners to join our teams at our centres in Leigh Park and West Leigh You will be working in a large team providing high quality care for children 3 months – 5 years.		
Essential skills/experience/qualifications Team worker, good communication skills, Minimum Level Childcare qualification of Level 2/3. Desirable skills/experience/qualifications Knowledge of EYFS, Health and Safety, Equal Opportunities and the Children’s Act would be an advantage		
Reason for vacancy: replacement/ due to expansion / maternity leave / internal promotion Other:		
Personal qualities required Motivated, enthusiastic, Team Worker. ‘Can Do’ attitude.		
Additional information (eg company benefits) Stakeholder Pension. 25 days annual leave, training opportunities		
How do you people to apply for your vacancy? Telephone 02392424980 and ask for application pack		
Closing date for applications 30 th September 2008		