

Getting a Job

Get help with every step of your job hunt – from advice on how to search for jobs, through information about work experience and Modern Apprenticeships. When you find the right opportunity, use the resources to help you apply, create the perfect CV and prepare yourself for the interview. And search information to help you understand your employment rights.

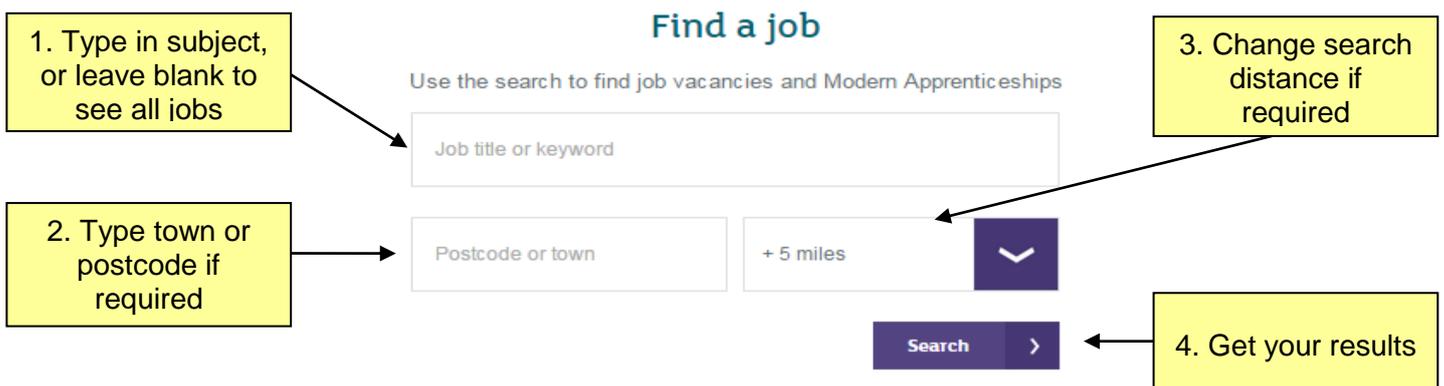
From the Home page, click on the blue CV icon, or on “Read more” below the introduction.

 <p>My career options</p> <p>Start by learning more about yourself, including where your strengths lie. You'll get suggestions to help you explore your options, from school subjects through to changes in your career.</p> <p>Explore options ></p>	 <p>Learn and train</p> <p>Search for the right course, and get advice on UCAS and college applications. There's info on different ways to learn and funding – including SDS Individual Learning Accounts.</p> <p>Get started ></p>	 <p>Getting a job</p> <p>Find job or Modern Apprenticeship vacancies. Then use our tips and tools for CVs, application forms and interviews to help you get it.</p> <p>Read more ></p>
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This takes you straight to the Find a Job tool, which allows you to search for current vacancies and Modern Apprenticeships across Scotland. You can type in a location and a search radius to narrow or expand the results; there are other options when the results appear e.g. full time, part time etc available in the form of tick boxes.

Getting a job

Help to find and apply for jobs – from creating the perfect CV to giving a great interview



When the results appear, there are now additional options in the form of tick boxes. Simply click on the box to change any option until you have what you are looking for e.g. if not interested in a part time job, click on that box to clear it.

The screenshot shows the 'Find a job' search interface. At the top, it says 'Find a job' in large blue letters, followed by 'Use the search to find job vacancies and Modern Apprenticeships'. Below this is a search bar with the placeholder text 'Job title or keyword'. Underneath the search bar are two location filters: 'Glasgow' and '+ 100 miles'. To the right of these is a purple dropdown arrow. Below the location filters is a purple 'Search' button with a right-pointing arrow. Two yellow callout boxes are present: one on the left pointing to the 'Full time' checkbox with the text 'Click to clear box', and one on the right pointing to the 'Permanent contract' checkbox with the text 'Click to include'. Below the search bar, there are four filter options with checkboxes: 'Full time' (checked), 'Part time' (checked), 'Temporary contract' (checked), and 'Permanent contract' (unchecked).

Under the boxes, you will see a list of available vacancies and Modern Apprenticeship opportunities. A link at the bottom will allow you to "view all" if there are more than can be displayed. If you have completed the sections of "My Career Options", the icons will show if the vacancies match you on any of those attributes.

Vacancies

859 results

Retail Assistant - Sales Floor

UK Recruitment

- Per Month



Retail Assistant - Sales Floor

UK Recruitment

- Per Month



Retail Assistant - Sales Floor

Modern Apprentice opportunities

1 result



Business Support Modern Apprentice

UK Recruitment

- Per Month



"My Career Options" matching icons



From the vacancies displayed, click on the title to display details of the job, including; a description, contract type, hours and any salary information. The date the vacancy was posted and the closing date, will be shown, and a link provided to display more information and apply for the job.

Retail Assistant - Sales Floor

UK Recruitment, Lanarkshire

- Per Month

Closing Date: 21/08/2015



Reference Code: 100005014060

Date posted: 21/08/2015

Are you a retail lover with a passion for customer service? We're looking for enthusiastic individuals with the right attitude to join our store as a Retail Assistant. Whether it's a part time role, full time or weekend our Retail Assistant team are the core of our business and play a vital role in the success of our stores. You will assist the operational team in delivering world class customer service within a fast paced environment. We offer great promotion opportunities if you decide you want a career with us, we pride ourselves in developing our employees within our business. Even if management is not for you, we offer great training to help you further your skills! As a Retail Assistant, there are 6 main things that you need to succeed in our business:1. A hunger to deliver exceptional Customer Service2. Positive attitude3. Flexibility and determination4. Willingness to learn5. An eye for fashion and trends6. A committed team playerIn return, we'll offer you flexible working patterns and train you on product knowledge, visual merchandising and most importantly offer you a GREAT place to work. Are you ready for the journey of your life? What are you waiting for?Go on... apply now!

Employment hours

FULL

Contract type

PERM

[Apply now](#)

Beneath the selected vacancy, there will also be information about similar vacancies.

Vacancies

28 results

Sales Advisor

Glasgow

McCalls of Glasgow

Group Contracts Buyer

Glasgow

Workcircle

Sales Advisor- Weekends only

Glasgow

McCalls of Glasgow

Freight Forwarder - Operations Vacancies

Glasgow

Workcircle

[View all vacancies >](#)

Click here to see all vacancies

The resources situated below the 'Find a Job' tool use text and video for more information on things you need to know when searching for a job. These include advice on CVs and applications, and help preparing for that all-important interview.

 How to search for jobs <p>Our tips for finding job vacancies, whether they're advertised or not.</p>	 CVs and applications <p>Expert advice to help you write CVs, application forms and cover letters. Use our CV builder to create the perfect CV.</p>	 Modern Apprenticeships <p>All you need to know about finding and applying for Modern Apprenticeships in Scotland.</p>
 Interviews <p>Find out how to stay calm, answer tricky questions and impress employers.</p>	 Work experience <p>How to find work experience and make the most of it.</p>	 Know your rights <p>Understand your employment rights, from hours and minimum wage to handling discrimination.</p>

Let the resources and tools on My World of Work guide you all the way from job search to job success!

