

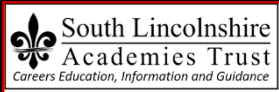
# 'Twas the week before Christmas...

'T was the week before Christmas, and all through the Trust  
To inspire our student's, was an absolute must;  
So to make it more fun, at this time of year,  
We've decided to look at some jobs that bring cheer;  
While you are snuggled up, watching tik-tok,  
People are working, all round the clock;  
Lorries are loaded, with boxes galore  
So we can have food, presents and more.  
Bakers are making scrumptious mince pies,  
Air Traffic Controllers policing the skies.  
Shop windows dressed with wintery scenes,  
By staff creatively designing the themes.  
The Actors on stage of a seasonal show  
Bring laughter and fun with faces aglow,  
Lighting Technicians are well out of sight,  
They enhance the performance, making everything bright.

Bartenders and Waiting Staff, smile as they assist,  
Ensuring no customer request should go missed.  
Taxi Drivers waiting to take people home,  
Whilst out on the streets, Police they do roam,  
"Now, Dancing! Now, Smiling! Now, Laughter and Cheer!  
On, Family! On Friends! On, all we hold dear!  
To those that are working in whatever role  
Now thank you! Thank you! Thank you all!"  
Some students are focused on what they want to be,  
Others remain open and say "We will see!"  
As careers are considered throughout education,  
It seemed fitting to do so this Christmas vacation!

*Merry  
Careersmas!*

# Job of The Week



Some of the jobs that help make Christmas...

-  Delivery Driver
-  Baker
-  Air Traffic Controller
-  Window Dresser
-  Actor
-  Lighting Technician
-  Bartender
-  Waiting Staff
-  Taxi Driver
-  Police Officer

Aspire | Challenge | Achieve



# Delivery Driver

## You will need...

- A full driving licence and a licence for the vehicle you'll be driving.
- A good driving record. Your employer might supply you with a delivery van, but if you're self-employed you'll need your own vehicle along with full insurance.

## Responsibilities

- collect items from a warehouse or pick up
- plan the route and load the vehicle to match this route
- contact customers and update tracking systems and records
- make deliveries, give invoices and get customer signatures
- record mileage and fuel and return undelivered items

## Skills

- customer service skills
- work well with others
- sensitivity and understanding
- excellent verbal communication skills
- to be thorough and pay attention to detail
- the ability to organise your time and workload
- knowledge of transport methods, costs and
- ability to accept criticism and work well under pressure
- to be able to carry out basic tasks on a PC or hand-held device

## How to

You could:

- Take a Level 2 Apprenticeship
- Complete a Logistics and Warehousing course at college to gain knowledge of the industry

For both of these you will ideally need English and Maths qualifications.

You'll find it useful to have experience in storage, working in a warehouse or other driving work.

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## Salary

£16,500 - £27,000

## Working hours

Various but will include weekends and late nights.

# Baker

## Progression...

With experience, you could become a Bakery Supervisor or Production Manager in a factory, or move into commercial sales. Another option is to specialise, or become a craft baker and set up your own business.

## How to

You could:

- Complete an Intermediate Baking Apprenticeship
- Take a Level 2 Food and Hospitality course at college

For both of these you will ideally need English and Maths qualifications at GCSE or equivalent.

You will need a Food Hygiene Certificate.

You'll find it useful to have experience working with food, even if you are just pot washing or serving customers.

## Responsibilities

- weigh out ingredients
- mix ingredients
- prepare dough
- bake using industrial ovens
- make quality checks
- decorate and finish baked items ready for dispatch or shop display
- take customer orders
- keep production areas clean
- stocktake and order supplies
- develop new recipes and products

## Skills

- knowledge of food production methods
- the ability to work well with your hands
- to be thorough and pay attention to detail
- the ability to work well with others
- Maths knowledge
- excellent verbal communication skills
- the ability to accept criticism and work well under pressure
- the ability to use your initiative
- confident carrying out basic tasks on a PC or hand-held device

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## Salary

£16,000 - £24,000

## Working hours

Various but will include weekends and late nights.

# Waiting/ Bar Staff



## How to

You could:

- Study a Hospitality and Catering course at college starting at Level 1 or 2
- Find a Hospitality or Customer Service Apprenticeship in a restaurant or bar

For both of these you will ideally need English and Maths qualifications at grade 4 but can re-sit at college if needed.

## Responsibilities

- greet customers
- take food & drinks orders
- serve food and drinks
- answer questions and give advice on ingredients
- take food orders to kitchen staff
- make sure customers are happy
- handle any complaints
- clear tables and bar area
- deal with bill payments
- make sure areas are clean and tidy

## Skills

- customer service skills
- the ability to work well with others
- accept criticism and work well under pressure
- to be thorough and pay attention to detail
- excellent verbal communication skills
- a desire to help people
- active listening skills
- a good memory
- to carry out basic tasks on a computer or hand-held device

## Experience

- You could start with a part time job in a restaurant/ café or kitchen to gain knowledge of the industry and customer service experience.
- You will be able to work independently behind a bar at 18 and can serve alcohol to table in a restaurant at 16 if supervised.
- Working in an events setting such as a theatre or wedding venue is also a great way to gain experience and will enhance any future applications.

## Salary

£12,000 - £22,000

## Working hours

Various but will include weekends and late nights

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# Taxi Driver

## Responsibilities

- help to load and unload passengers' luggage
- make sure accounts and records are up to date
- take job details over the radio, by phone, on the in-car computer or via an app
- keep your vehicle clean and in a roadworthy condition
- help passengers to get in and out of the vehicle if required

## Skills

- active listening skills
- customer service skills
- the ability to work well with others
- excellent verbal communication skills
- knowledge of public safety and security
- knowledge of transport methods, costs and benefits
- the ability to accept criticism and work well under pressure
- patience and the ability to remain calm in stressful situations
- carry out basic tasks on a computer or hand-held device

## You will need...

- have a full UK or EU driving licence, held for at least 12 months, or 3 years if working in London
- complete a driving skills assessment
- pass background checks
- pass a medical check
- be over 18 but over 21 in some areas, including London
- pass a local geography test, known as 'The Knowledge' if working in London
- if you work in London, you'll need to meet the English language requirement

## How to

You could:

- Level 2 Certificate in Road Passenger Vehicle Driving - Taxi and Private Hire
- Level 2 Certificate in Introduction to the Role of the Professional Taxi and Private Hire Driver

You'll usually need:

2 or more GCSEs at grades 9 to 3, or equivalent, for a Level 2 course

## Salary

£14,000 - £27,000

## Working hours

41-43

will include weekends and late nights

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# Police Officer

## Post 16 Education

You could:

- Study at A Levels or BTEC subjects at college or sixth form to gain access to university
- Study a Level 3 course in Public Services for relevant experience although any subject is accepted depending on your degree choice

For both of these you will ideally need English and Maths qualifications at grade 4 but can re-sit at college if needed.

## University

The Police will accept any degree on their Degree Holder Programme.

## Apprenticeship

Some Counties are running a Police Constable Degree Apprenticeship (PCDA). This is a 3 year work-based programme that leads to a degree in Professional Policing Practice.

For both of these routes you will need to be qualified to Level 3 standard in either a course, A Levels or BTEC subjects.

## Experience

You can volunteer with the Police Cadets up to the age of 18 and progress to become a Special Constable or a PCSO at 18 years. Both of these will look good on your future application to the Police Force.

## Salary

£19,000 - £41,000

## Working hours

Various shifts to include weekends and nights

[Click here to watch this short video...](#)

## Responsibilities

- greet customers
- take food & drinks orders
- serve food and drinks
- answer questions and give advice on ingredients
- take food orders to kitchen staff
- make sure customers are happy
- handle any complaints
- clear tables and bar area
- deal with bill payments
- make sure areas are clean and tidy

## Skills

- customer service skills
- the ability to work well with others
- accept criticism and work well under pressure
- to be thorough and pay attention to detail
- excellent verbal communication skills
- a desire to help people
- active listening skills
- a good memory
- to carry out basic tasks on a computer or hand-held device

# Actor/ Actress

## Responsibilities

- Monitor data
- handle emergencies
- make sure safe distances are maintained between aircraft
- keep in radio contact with flight crew and give out instructions
- prevent collisions between planes and with other obstacles

## Skills

- concentration skills
- complex problem-solving skills
- excellent verbal communication skills
- to be thorough and pay attention to detail
- the ability to think clearly using logic and reasoning
- knowledge of transport methods, costs and benefits
- the ability to use your judgement and make decisions
- accept criticism and work well under pressure
- thorough understanding of computer systems and apps

## How to

You could:

- Complete a Level 3 college course
- Attend a specialist university and complete a degree in musical theatre, acting or drama.

## Entry requirements

- You'll usually need 4 or 5 GCSEs at grades 9 to 4, or equivalent, for a Level 3 course, A Levels or BTEC subjects.
- Not all universities require UCAS points it will be based on auditions and individual experience too.

## Experience

It is vital that you can demonstrate your talent whether that be youth theatre, local groups, summer camp assistant or recording your own work at home. All experience is massively advantageous and will support your applications for jobs, auditions and university.

## Salary

Various  
Depending on level of  
work/ contract etc

## Working hours

Evenings/ Weekends/  
Bank Holidays

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this short video...](#)



# Window Dresser

## Experience

Building your own portfolio of artwork and display ideas is always beneficial to demonstrate your talent.

You could look for part time work in the retail sector and ask to become involved in window and store displays. You can work your way up from here too.

## Responsibilities

- design/ follow displays
- draw designs and plans by hand or on computer
- source materials like models, props, signs and equipment
- use space and lighting creatively
- arrange displays and dress dummies
- teach sales staff how to display goods
- produce brand guidelines so all stores have the same look and feel

## Skills

- customer service skills
- to be thorough and pay attention to detail
- the ability to work well with others
- the ability to come up with new ways of doing things
- to be flexible and open to change
- the ability to sell products and services
- the ability to accept criticism and work well under pressure
- excellent verbal communication skills
- to be confident using a PC and the main software packages

## How to

You could:

- Complete a college course in Art & Design or Fashion Retail
- Find an apprenticeship as an Assistant Buyer/ Merchandiser.
- If you wish to consider university you could look at an art or fashion based degree, or business and retail if you prefer a more academic route.

## Entry requirements

- You'll usually need between 3 and 4 GCSEs at grades 9 to 4, or equivalent, depending on the level of the course or A Levels or BTEC subjects if you are looking at a higher apprenticeship or a degree.

## Salary

£19,000 - £30,000  
Depending on experience  
and responsibilities

## Working hours

35 – 40  
Early morning and late nights

[Click here to watch this  
short video...](#)

# Lighting Technician

## Responsibilities

- interpret a lighting designer's plan
- programme and operate lighting systems
- carry out risk assessments
- help to rig and check equipment
- take down equipment
- plan where to run cables and place lights at locations
- take cues from stage or floor manager

## Skills

- Maths knowledge
- leadership skills
- analytical thinking skills
- the ability to use your initiative
- knowledge of building and construction
- to be thorough and pay attention to detail
- the ability to use, repair and maintain machines and tools
- be patient and remain calm in stressful situations
- to be competent using a PC and the main software packages

## How to

You could:

- complete a college course like:  
Level 3 Certificate or Diploma in Production Arts  
Level 3 Certificate in Technical Theatre: Sound, Light & Stage;  
T Level in Media, Broadcast and Production

- start through the following apprenticeships:  
Live Event Rigger  
Live Venue Technician  
Creative Venue Technician  
Installation Electrician and Maintenance Electrician

## Entry requirements

- You'll usually need 4 or 5 GCSEs at grades 9 to 4 or equivalent, including English and Maths, for a Level 3 course, a T Level or apprenticeship

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## Working conditions

You could work at a film studio, on a film set, at events, in a theatre or at a TV studio.

Your working environment may be hot, outdoors some of the time, at height and you may spend nights away from home.

You may need to wear protective clothing.

## Salary

£15,000 - £40,000

## Working hours

42 - 44

Evenings/ Weekends/  
Bank Holidays



# Air traffic Controller

## How to

You could:

- do an Air Traffic Controller Higher Apprenticeship through NATS (National Air Traffic Services) the Royal Navy or the Royal Air Force.

## Entry requirements

- You'll usually need 4 or 5 GCSEs at grades 9 to 4 and A Levels, or equivalent, for a higher or degree apprenticeship and A Levels or equivalent for Post 18 education.

## Responsibilities

- Monitor data
- handle emergencies
- make sure safe distances are maintained between aircraft
- keep in radio contact with flight crew and give out instructions
- prevent collisions between planes and with other obstacles

## Skills

- concentration skills
- complex problem-solving skills
- excellent verbal communication skills
- to be thorough and pay attention to detail
- the ability to think clearly using logic and reasoning
- knowledge of transport methods, costs and benefits
- the ability to use your judgement and make decisions
- accept criticism and work well under pressure
- thorough understanding of computer systems and apps

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## Salary

£18,000 - £100,000

## Working hours

35-45

Evenings/ Weekends/ Bank Holiday on a shift pattern



Keep looking...

Look at these links to learn more about careers and the various pathways leading to different jobs and sectors. You can also look at the ways you can help yourself now, and expand your knowledge and understanding or gain work experience. There are also some short, fun quizzes for you to take that will suggest careers that may match your personality, ways of working and skills...

## Useful Websites

[Prospects.ac.uk](https://www.prospects.ac.uk)

[Free Career Quiz \(sacu-student.com\)](https://www.sacu-student.com)

[Find an apprenticeship - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

[It's time to take control of your future | Springpod](#)

[NHS Talent Academy](#)

[Careers | The British Army \(mod.uk\)](https://www.mod.uk)

[Royal Navy Jobs | Careers in the Navy & Royal Marines \(mod.uk\)](#)

[RAF Recruitment | Home | Regular & Reserve | Royal Air Force \(mod.uk\)](#)

[Careers in Sport | News, jobs and career advice for Sport \(careers-in-sport.co.uk\)](https://www.careers-in-sport.co.uk)

[Want to become a police officer? | Join The Police \(joiningthepolice.co.uk\)](https://www.joiningthepolice.co.uk)

[Careers in engineering - A beginner's guide \(theengineer.co.uk\)](https://www.theengineer.co.uk)

[Career options in psychology - The British Psychological Society \(bps.org.uk\)](https://www.bps.org.uk)

[Welcome | Careers in Construction](#)

[Home - CILEX Law School](#)

[UCAS | At the heart of connecting people to higher education](#)

[About our Sixth Form – Bourne Academy](#)

[Part of the Inspire Education Group | Stamford College](#)

[Home | Boston College UK](#)

[Home | Peterborough College](#)

[Home \(riseholme.ac.uk\)](https://www.riseholme.ac.uk)

Aspire | Challenge | Achieve