

Business and Administration - Intermediate Apprenticeship (Level 2)

Aspen Maintenance Services Ltd

Vacancy Location - Bridgwater - TA6 4AP

Wage - £168.75

Weekly

Working week - 37.50 hours per week - Monday to Friday 9am to 5pm

Expected duration - 13 Months

Closing Date - 11/09/2019

Apprentice Administrator to perform duties such as: general administration and business support, answering phones and responding to enquiries.

NAS Vacancy Reference No: 1573042

Vacancy Link:

www.btc.ac.uk

Business / Management / Computing



BOURNEOUTH
UNIVERSITY
COLLEGE

Business Administrator Apprentice (Level 3)

Wessex Resolutions CIC

Vacancy Location - Taunton - TA4 1EU

Wage - £11,505.00

Annually

Working week - 37.50 hours per week - Monday to Friday 08:30am to 4:30pm with a half hour lunch break

Expected duration - 18 Months

Closing Date - 23/09/2019

To provide a range of administrative support duties by supporting and engaging with different parts of the organisation and interact with internal or external customers.

NAS Vacancy Reference No: 1563584

Vacancy Link: <https://www.findapprenticeship.service.gov.uk/apprenticeship/-452881>

www.btc.ac.uk

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BOURNEOUTH
UNIVERSITY
COLLEGE

Business Administrator Apprentice (Level 3)

Greenslade Taylor Hunt (Taunton)

Vacancy Location - - TA1 1RZ

Wage - ApprenticeshipMinimumWage
NotApplicable

Working week - 37.50 hours per week - Monday – Friday 9am – 5.30pm

Expected duration - 21 Months

Closing Date - 25/09/2019

The role is key to the success of our Land and Planning department in providing excellent administrative services to both external and internal customers. This is a demanding role in a busy environment.

NAS Vacancy Reference No: 1575043

Vacancy Link: