



## **November LMI Page**

### **Latest Lowestoft Vacancies**

**Forklift driver – Hales Group**, Lowestoft, 6am-1.30pm (site runs from 6am until 6pm), 37.5 hours per week Mon - Fri, £12.56 P/H, Temp to Perm. Valid Certified Counterbalance Licence, Full UK Drivers Licence, Experience operating a forklift. **Full details and apply via Hales Group**

**Warehouse Operative - Altro/Autoglym**, Lowestoft, full-time 39.5 hours a week, permanent, rotating shifts of 6am - 2pm one week, followed by 2pm - 10pm the following week. Desirable: First Aid, COSHH, Manual Handling training, a Forklift Licence, IOSH, full driving licence, experience with JD Edwards. **Full details and apply via Indeed**

**Maintenance Supervisor and Relief Cleansing Operative - Kessingland Parish Council**, £11.62 P/H, 300 hours P/Y (hours will vary seasonally so flexibility essential). Maintenance and horticultural experience would be beneficial. **Full details and apply via Find a Job**

**Security officer – Allegiance FM**, Lowestoft, starting £12 P/H, day/ evening/ weekend shifts available. SIA Licence essential, driving licence and access to reliable transport is desired. Experience preferred; not essential as full training provided. **Email jimmy@allegiancefm.co.uk**

**Home to school driver – Rainbow Transport**, Lowestoft, Mon - Fri (regular hours to be discussed). Seeking responsible and reliable driver for Home to School transportation. Private Hire Licence required (or must be willing to apply). **Speak to work coach for more details**

**Personal Assistant – Avall Care**, Hopton-on-Sea, £12.90 P/H. Required for social outings, and general support. Experience/ qualifications are not required for this role, full/ free training provided. **Full details and apply via CV Library ref 222288295**

**Assistant Activities Co-Ordinator - Harleston House**, Lowestoft, £12 P/H, 40 hours P/W. Free DBS. Strong communication and organisational skills with previous experience in organising activities. **Full details and apply via Indeed**

**Luggage Porter - Gunton Hall Coastal Village**, Lowestoft, NMW, 3 month contract (possibly to extend). No experience required. **Full details and apply via Warner Hotels job website**

**Housekeeper/Cleaner - Madeforshine Limited**, Lowestoft, £11.50 - £12.50 P/H, Permanent, Part-time (No less than 10 hours P/W). Modern office setting, Food provided. If you have experience as a Cleaner or a passion for maintaining cleanliness in hospitality settings like hotels or serviced apartments, we encourage you to apply. **Full details and apply via Indeed**

**Cleaning Operative (Temporary) - Spotless Commercial Cleaning Ltd**, Lowestoft, £11.44 P/H, approx 3 months, 5 days per week (Mon – Fri), 2 hour per day start time - 5.30pm. Office/General, 6 months experience preferred. **Full details and apply via Indeed**

**Cleaner – NHS**, Kirkley, £11.45 P/H, 0 hour contract, flexible shifts. Experience in a domestic or similar role is preferred, but not required. **Full details and apply via Indeed**

**Waiting Team Member - Gunton Hall Coastal Village & Corton Coastal Village**, Lowestoft, NMW. **Full details and apply via Warner Hotels job website**

**Front of House – Ivy House Country Hotel**, Lowestoft. Experience an advantage but not essential as full training given. **Email CV to jobs@ivyhousecountryhotel.co.uk**

**Team Leader/ Duty Manager – Starbucks**, Norwich train station, £12.22 P/H. 1 years' experience in similar or hospitality role preferred. **Full details and apply via CV Library**

**Catering Assistant - Care UK Plc**, Lowestoft, £11.44 P/H. Excellent training and induction programs for all new Catering Assistants. **Full details and apply via Find a Job**

**Mobile Catering Assistant - Elior UK**, Lowestoft, Mon - Fri, term time (16hours P/W). Catering/ Barista experience desirable, not essential. DBS required. **Full details and apply via Find a Job**

**Store Supervisor – Shoezone**, Lowestoft, part time, £15,139.44 P/Y. Retail Management/ supervisory experience desirable, Flexible (your availability will be discussed at interview stage). **Full details and apply via Find a Job ref ORG3275-LB1171879LowSS**

**Festive Colleague – Tesco**, Lowestoft, temporary. Early mornings, Nights, Twilights. **Full details and apply via Tesco website**

**Temporary Sales Assistant - Sports Direct**, Lowestoft, £8.65 - £11.50 an hour, Part-time. Flexible working hours, including weekends and holidays, as per the store's requirements. Engagement date ends 5th January 2025. **Full details and apply via Indeed**

**Seasonal Sales Advisor – New Look**, Lowestoft. **Full details and apply via Indeed**

**Retail Assistant, Online Picker – Iceland**, Lowestoft, Work with efficiency, accuracy and pace, must be highly flexible to work unsociable shifts. **Full details and apply via Iceland website**

**Customer Assistant (Market Street & Café) – Morrisons**, Pakefield, Flexible Mon- Sun 7am – 7pm, Fixed Term, Part Time. You will be trained across all departments and work where the store most needs support. **Full details and apply via Morrisons website**

**Premises Assistant – Beccles Public Hall**, Lowestoft, part time, hours vary weekly, shift times will vary. Open/ close hall, setting out/ clearing hall for events, changing posters around town, etc. **Email CV to hr@beccleslido.com**

**Midday Supervisor - Roman Hill Primary School**, Lowestoft, £11.59 P/H, Mon – Fri, 11.30am-1.15pm, term time only (38 weeks P/Y). **Full details and apply via Suffolk Jobs Direct**

**Teaching Assistant – Blundeston CoE Voluntary Controlled Primary School**, Lowestoft, £22.367 pro rate, fixed term to 31/08/2025, 14.5 hours P/W. **Apply via school website**

**Teaching Assistant / HLTA - Woods Loke CP School**, Lowestoft, permanent, £11.59 P/H, 27.5 hours P/W, 39 weeks P/Y. HLTA or equivalent qualification, strong communication skills, experience of working in an educational setting. **Full details and apply via Suffolk Jobs Direct**

**Insurance Administrator – Insurelink**, Lowestoft, 9am- 5pm, Mon – Fri. Commercial insurance experience not essential as training provided. Organisational skills, attention to detail, effective time management, excellent customer service. **Email CV to recruitment@insurelink.co.uk**

**Business Development Representative – Hales Group**, Lowestoft, Mon – Fri, perm, £28k to £35k DOE + Commission. Previous sales experience, professional telephone manner, resilience and the ability to cope with rejection. **Full details and apply via Hales Group**

**Administrator – Governance - Spider Web Recruitment**, Lowestoft, full time, permanent, £25,935 P/Y. Ideally experience in charity administration/ governance structures, will consider candidates with strong transferrable skills. **Full details and apply via Find a Job ref SWR4239**

**Customer Service Advisor - Yorkshire Building Society**, Lowestoft, £22,000 P/Y. Excellent customer service, great with people. **Full details and apply via Indeed**

## **Ipswich Vacancies**

### **Healthcare Administrator – NewMedica**

40 hours over 5 days – including weekend rota.

This role involves carrying out different administrative duties and it's a varied role – you could be booking patients into their appointments, making and answering phone calls, sending and replying to emails, managing the post and sending letters or dealing with enquiries. Our clinics are busy so we're looking for someone who loves working in a fast-paced environment.

### **Volunteer Support Officer for Employer Support Volunteering - 20 hours per week**

#### **Community Action Suffolk**

We are seeking a Volunteer Support Officer for Employer Support Volunteering to join our friendly team to support a diverse VCFSE sector - building capacity, efficiency, and sustainability. This will include supporting the VCFSE sector to develop and source employer volunteer activities, organisational support and guidance plus supporting them to secure the necessary resources to operate successfully.

### **Support Worker Young People Sixteen Plus**

We bridge the gap to independent living for young people aged 16-17 years old - providing support, accommodation and life skills, in preparation for the challenges of life and to help them achieve their goals. Our young people need emotional support, have complex needs and challenging behaviour. "We aren't specifically looking for people with experience in the field, we are more looking for the right individual who can relate and work well with young people we support"

### **Care Worker - Christian Homecare**

Do you own a driver's licence? Are you seeking a role within Adult Health and Social Care and would be prepared to become self-employed? Christian Homecare are seeking self-employed Care Workers to work in the Ipswich area who have a driver's licence – hourly pay at £15 an hour. Experience in the Care sector is preferred but not essential. Various hours available – both Full/Part time hours.

### **Domiciliary Healthcare Assistance - Starline Care**

Do you own a driver's licence? Are you seeking a role within Adult Health and Social Care? Starline Care are seeking Domiciliary Healthcare Assistance staff to work in the Ipswich area who have a driver's licence – hourly pay at £12.50 an hour. Experience in the Care sector is preferred but not essential.

Various hours available – both Full/Part time hours with a minimum of 8hrs a week guaranteed

### **Cleaner – WPM**

WPM Cleaning are looking for a part time cleaner to work 3:30pm-6pm Monday – Friday at Henley Primary School in Ipswich.

Dusting, sweeping, vacuuming and mopping surfaces Maintaining cleaning products and ordering new supplies when necessary

### **Cleaner - OCS**

OCS are seeking a Cleaner to work in Martlesham, Ipswich, IP5 3RX for 15 hours per week at £11.44 per hour.

Weekday shifts are from 06:30 – 08:30 and then on weekends from 07:00 – 09:00 and then 13:00 to 16:00.

A background in cleaning would be advantageous but not essential

### **Cleaner - Tesco**

Sunday to Friday (six days a week) 20 hours, 5 am start, £11.67 per hour.

Work based in Tesco Extra Martlesham.

The right candidate will be happy to work as a part of the team as well as independently. They will be responsible for cleaning various areas of the shop, including car park and delivery vans.

### **Groundworkers, Labourers & Plant Operators – Howard Construction**

Due to continued growth we are currently recruiting for Skilled & Semi-skilled Groundworkers.

These roles offer long-term opportunities, lasting 4 years or more, at various sites in Suffolk

Applicants ideally must hold a C.S.C.S card.

Drivers preferred to be able to get to sites but lift shares may be available depending on location

### **IP Express Cabs – Licensed Taxi Drivers and Passenger Assistants**

We are currently looking to recruit both licensed taxi drivers based in the Ipswich borough and Passenger Assistants.

The work involves school contracts directly from Suffolk County Council.

Drivers will be required to have a full DBS check and will need to complete a safeguarding test.

### **Nudge Education**

We are looking for compassionate and innovative Practitioners who are passionate about inclusion and can create a safe environment to inspire young people to see the value in education again.

The key to what we do is focused upon creating a strong connection with our young people. We need people who don't give up at the first hurdle; those who can think and deliver with inventive

imagination

### **Hunterskill - Fork lift drivers**

I am currently looking for an experienced forklift driver for our client based in Ipswich.

Job Duties -

Loading and unloading lorries

Taking palletised products into the warehouse

Some light duties which involve wrapping of pallets / picking and packing

Working hours - 8am - 5pm / 6am – 3pm

### **Experienced Screen Printer - Clearscore Limited**

Clearscore Limited are a firm of digital and screen printers based in Ipswich.

Currently, we are looking to hire an experienced screen printer to join our busy team to cope with increased business. Experience of large format, power-assisted screen printing presses is essential. Preparedness to switch from one task to another at short notice. Punctual Reliable Friendly

Team player. UK resident / right to work in the UK.

### **Customer Assistant – LIDL**

£12.40 - £13.00 per hour | 20 hour contract | 30-35 days' holiday (pro rata) | 10% in-store discount | Pension scheme.

From restocking shelves to jumping on tills, you'll keep moving, keep business booming and never be bored. You'll take pride in going the extra mile to keep the store clean, tidy and organised, working closely with your colleagues and making sure that every customer receives the service they deserve

### **Security - Trojan Security**

Trojan Security are seeking security guards to work at Portman Road – Ipswich Town Stadium. Both SIA and non-SIA candidates welcome. Both full-time and part-time roles available with a starting wage at £11.44. Candidates must have a DBS and speak decent English. If you would like an interview, please speak to your work coach now.

### **Tennial Personnel Recruitment**

Tennial Personnel Recruitment are looking for staff to fill a range of roles including Recycle Operatives, Assembly Technicians, Line Operatives and Factory/Farm Workers.  
If you're interested, please let us know.

### **Uniserve (Felixstowe) - Warehouse Operatives**

(Various shifts – Days, nights, Twilight) Fork lift Licence preferred but not essential as can train inhouse if suitable) \*\*Will need transport to get to site\*\*

Are you a motivated individual looking to join a dynamic team in a fast-paced warehouse environment? We are seeking dedicated Warehouse Operatives to become an integral part of our operations in Felixstowe.

### **The Range Distribution Centre – Stowmarket**

The Range are proud to have opened our brand-new Distribution Centre in Stowmarket. We are seeking Permanent Warehouse Operatives to join our team and be part of our future. 40 hours per week.

As part of The Ranges warehouse team, you will have a busy and active role that will involve sorting, picking, packing, and dispatching products to stores.

Please note you must be able to get to the site via your own transport.

For further information and how to apply, please contact your Work Coach or email your CV to [ipswich.eainbox@dpw.gov.uk](mailto:ipswich.eainbox@dpw.gov.uk) stating which role you are interested in

### **Bury St Edmunds Vacancies**

#### **Painter decorator**

Wdg construction limited - Bury St. Edmunds, Suffolk

£19 to £19 per hour

Fully remote TemporaryFull time

looking for painters to work directly for contractor, Type of work will be painting on busy, lots of work, Must have transport, and have own brushes and rollers Time served will be good CSCS card not required Long term

#### **HGV Technician / Mechanic**

TruckEast Ltd - Woolpit, Bury St. Edmunds

On-site only PermanentFull time

Hours: 40 hours, Monday to Friday, 16:00 to 00:00, with a 30-minute paid break per shift The HGV technician's role within TruckEast is to be responsible for maintaining commercial vehicles and trailers to MOT standard. Essential duties and responsibilities To ...

### **Bodyshop Technician**

TruckEast Ltd - IP30 9RZ

On-site only Permanent Full time

The Body Shop Technician is responsible for the repair of damaged vehicles and trailers, and the preparation of new vehicles. Working hours: Monday to Friday, 8:00-16:00, with a 30-minute paid break per shift Essential duties and responsibilities To perform ...

### **Catering Assistant**

Care UK Plc - Bury St Edmunds , Suffolk, IP33 2EX

£11.44 to £11.44 per hour

Permanent Full time

Are you a passionate and caring individual looking for a rewarding career with excellent training and opportunities for development? Join Care UK, a multi award winning care provider as a Catering Assistant. The Role Maintain the cleanliness of kitchen and ...

### **Production Technician / Manufacturing Mechanical Assembly Technician**

AWD online - Bury St. Edmunds, Suffolk

£24,000 to £28,000 per year

On-site only Permanent Full time

Production Technician / Manufacturing Mechanical Assembly Technician with previous experience with electro-mechanical assemblies such as connecting wiring harnesses, connector crimping and soldering and fault finding is required for well-established ...

### **Administrator / Sales Team Support Administration Assistant**

AWD online - Bury St. Edmunds, Suffolk

£25,000 to £28,000 per year

On-site only Permanent Full time

Administrator / Sales Team Support Administration Assistant with previous inside sales support or administrative experience who has excellent customer service, communication and Microsoft Office skills is required for a well-established manufacturing company ...

### **Part-Time Cleaner**

The Recruitment Co - Bury St Edmunds, Suffolk, IP33 1RX

£11.44 to £11.44 per hour

Temporary Part time

The Recruitment Co are looking for a Part-Time Cleaner to work at an NHS clinic based in Bury St Edmunds. Candidates must have previous cleaning experience and hold a copy of a previous DBS check. The working hours are: Monday 4pm-6.30pm Tuesday 4pm-6.30pm ...

### **Learning Support Assistant**

Teaching Vacancies - Bury St Edmunds, Suffolk, IP32 7PJ

Permanent Part time

What skills and experience we're looking for We are seeking to appoint a committed Learning Support Assistant to support learning. We are looking to appoint someone who: • is child focused • has a passion for education. • can inspire a love of learning and ...

### **Production Operative**

Manpower UK Limited - Bury St Edmunds, Suffolk, IP28 6QY

£30,321 to £30,321 per year

Temporary Full time

Production Operative - £30,321- Bury St Edmunds We are looking for plant production operatives to join our client based out the outskirts of Bury St Edmunds This is an ongoing position with opportunity for temp to perm. It really is a great opportunity to work...

### **Kitchen team member**

inploi - Bury St Edmunds, IP33 3FA

£12.00 to £12.00 per hour

Permanent Full time

kitchen team member | part time three whole decades of acting different, we don't conform, we celebrate difference. appreciating personality over perfection – we call it be you, be wagamama. whether you're looking to start a career in the kitchen or just ...

### **Warehouse Production Team Leader**

Contract Personnel Ltd - IP28 8WG

£28,000 to £31,000 per year

On-site only Permanent Full time

Contract Personnel Thetford are recruiting on behalf of our client based in Red lodge who are looking for Warehouse Production Team Leader to join their team on a permanent basis. The production Team Leader is a hands-on role and split between an operational ...

Click on this link to apply for [267 jobs in Bury St. Edmunds](#)

## **Volunteering Opportunities**



#### **English conversation volunteer for vulnerable adult with refugee status**

SUFFOLK REFUGEE SUPPORT

Join our friendly and welcoming charity in its 25th year supporting asylum seekers and refugees across Suffolk You'll be ... Read more



#### **Volunteer GCSE English and ESOL teachers needed for refugee Homework Club in Ipswich**

SUFFOLK REFUGEE SUPPORT

Join our friendly and welcoming charity in its 25th year supporting asylum seekers and refugees across Suffolk We are ... Read more



#### **Volunteer football coach for Suffolk Refugee Support in Ipswich Wednesday afternoons 4.30 - 6.30 pm**

SUFFOLK REFUGEE SUPPORT

Volunteer football coach for Suffolk Refugee Support in Ipswich Suffolk Refugee Support are looking for a coach or keen fo ... Read more



Volunteer Book Shop  
Assistant  
Oxfam  
53 Butter Market, Ipswich

Music and Entertainment  
Department Volunteer  
British Heart Foundation  
44 Butter Market, Ipswich IP1 1BT

Volunteer Wellbeing & Activities-  
job post  
Brainkind  
Ipswich IP2

Retail Volunteer (Donation  
Centre) (Lowestoft)  
Barnardo's  
4a NORTH QUAY RETAIL  
PARK, PETO WAY

RSPCA EAST NORFOLK  
BRANCH - Volunteer Receptionist/s  
Welfare Clinic RSPCA East Norfolk  
Branch Tarworks Road, Great  
Yarmouth NR30 1QR

Volunteer - Norfolk  
Befriending Service  
Caring Together Charity  
Great Yarmouth

Volunteer Charity  
Shop Assistant  
Wood Green The Animals Charity  
Bury St. Edmunds IP33 1EB

Volunteer Children's  
Befriender  
NYAS  
Bury St. Edmunds  
Volunteer

### Wellbeing events

Wednesday 20<sup>th</sup> November  
10am – 12pm  
Novotel Ipswich  
IP1 1UP

#### Volunteering & Well-being Event

Ipswich Jobcentre are hosting a FREE volunteering event with a range of organisations offering lots of different volunteering opportunities.

Volunteering is a great way to;

Build experience, skills, well-being and confidence.

It looks great on a CV, and could provide an up-to-date reference

It is rewarding and is also a brilliant way to make a real difference to your community, meet new people and reduce isolation.

82% of employers are more likely to recruit someone who has volunteered

77% of volunteers said that it improved their mental health

71% of volunteers said they learnt new skills

**Volunteering & Well-being Event**

Times: 10am-12pm

Date: Wednesday 20th November

Venue: Novotel Ipswich Centre Grey Friars Rd, Ipswich IP1 1UP

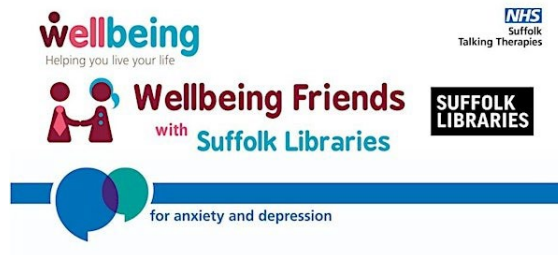
No need to sign up – come along and discover opportunities!

Volunteering is a great way to:

- Build experience, skills, well-being and confidence.
- It looks great on a CV, and could provide an up-to-date reference.
- It is rewarding and is also a brilliant way to make a real difference to your community, meet new people and reduce isolation.

Department for Work & Pensions





Thu, 14 Nov, 12:30  
Felixstowe Library

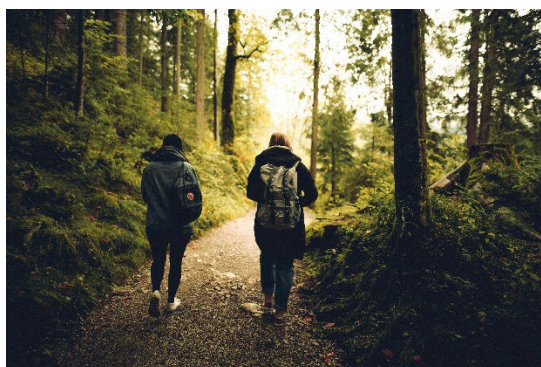
Wed, 18 Dec, 11:30  
Ipswich County Library

Thu, 28 Nov, 12:30  
Sudbury Library



Fri, 6 Dec 2024 19:00 - 20:30

Location  
The Ash Tree  
90 Plumstead Road Norwich NR1 4JX  
£20



### Walk Bury St Edmunds

A chance to get outside, clear your head, get some exercise and connect with some likeminded people. Good for body, soul and mental health.

Sunday November 17 8:00 AM

Sunday December 22 8:00 AM

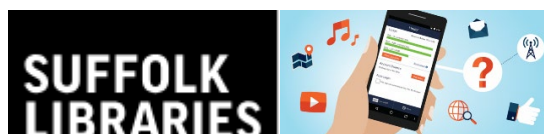
Sunday Jan 2025 26 8:00 AM

Sunday Feb 2025 23 8:00 AM

Sunday Mar 2025 23 8:00 AM

Angel Hill Bury St Edmunds

No cost. No fee. No obligation. Just turn up and get out and about.



## **Suffolk Libraries to offer new scheme to tackle digital exclusion with free SIM cards**

### **How does it work?**

To get a referral you will need to speak to a member of staff at a library or partner organisation (with exceptions – you can contact [databank@suffolklibraries.co.uk](mailto:databank@suffolklibraries.co.uk) to find out more). They will then complete a short form with you. SIM cards should then be ready to collect from your chosen library the following week.

To be eligible you need to meet the following criteria:

- You must be 18 years old or over
- And/or have no access or insufficient access to the internet at home
- And/or have no or insufficient access to the internet when away from the home
- And/or cannot afford an existing monthly contract or top up

You will also need a mobile device unlocked to any network (or unlocked to Vodafone, 3 or O2). There are three options available:

- O2 - 25GB data, unlimited calls and texts for up to a year
- Vodafone - 40GB, unlimited calls and texts for up to 6 months
- Three – a one-off provision of 24GB of data (suitable for SIM-enabled tablets or a USB dongle for laptops etc)