**Workshop Assistants, Hayes and Hounslow**

**About us**

Build School of Construction (BSOC Ltd) is a private college/training provider based in Hayes and Hounslow. We work with a wide range of learners, who are looking to enter the world of construction. We are a small, friendly and flexible team with a strong commitment to our learners.

**Job overview**

We are currently seeking Workshop Assistants to join our teams in Hayes and Hounslow. As an Assistant, you will play a crucial role in supporting our staff and learners and ensuring smooth workflow. These are hands-on positions that require background knowledge of construction, the ability to use power and hand tools, and good communication skills. If you are detail-oriented, have a strong work ethic, and enjoy working in a lively, friendly environment, we would love to hear from you.

**Duties:**

- Support learners and tutors in a workshop environment

- Interpret and deliver written and verbal instructions and guidance

- Assist with equipment repair and maintenance

- Use power tools and hand tools

- Perform heavy lifting as required

- Communicate effectively with learners, staff and clients

**Skills:**

- Construction knowledge and aptitude

- Proficiency in using power tools and hand tools

- Strong problem-solving skills

- Excellent attention to detail

- Ability to work independently as well as part of a team

- Effective communication skills for interacting with learners, colleagues and clients

These are exciting opportunities for people who are eager to learn, grow, and contribute to our teams. We offer competitive terms of employment, opportunities for career advancement, and a supportive work environment. If you meet the requirements outlined above, please submit your application and CV for consideration.

**Job type**: 35 hours per week, term-time only, permanent

**Pay**: £18,375 minimum per annum

**Benefits**: Additional leave, casual dress, employee mentoring programme, close to transport links

**Schedule**: 7-hour day shift, Monday-Friday (no weekends), 36 weeks per year plus 6 weeks paid holiday

**Licence/certification**: Driving licence preferred

**Expected start date**: 01/09/2025

**Please apply to**: Peter Sale, Strategic Director, BSOC Ltd, Silverdale Road, Hayes, UB3 3BN. Email: peter.sale@buildsoc.co.uk