

find a future with fife council



Thank you for your interest in this position

Enterprise & Environment, Building Services

Apprentice Sign Maker

Fife Council is the largest employer in Fife and we want young people like you to join us.

You bring the skills and enthusiasm - we've got the jobs!

And we'll help you learn while you earn a wage, supporting training and development opportunities that will help you move your career on.

If you're reading this, something caught your eye.
So go on, apply!

If you have any queries about the job information pack or application process, please contact the Transactions Recruitment Team. You can do this by telephoning 03451 550088, (VOIP 2100 if internal to Fife Council), or by emailing transactions.recruitment@fife.gov.uk. The Transactions Recruitment Team are located in Fife Council, Fife House, Glenrothes, Fife, KY7 5LT.

We value diversity and are striving towards equality of opportunity. All applicants will be considered fairly and on merit.

Job Profile



Post Title:	Apprentice Sign Maker	Reference Number: 1392.01
Directorate and Service:	Enterprise & Environment – Asset, Transportation and Environment, Building Services	
Reports to:	Print Co-ordinator	
Grade:	TD4AP	
Job Purpose:	To work on all aspects of Sign Making, Van Vinyl's and Digital Printing associated with Building Services, Managed Print Section including design, manufacturing and fitting where applicable.	
Key Tasks & Responsibilities:	To work under the direct instruction of supervisory management, or alone to develop skill and knowledge for the chosen trade, demonstrating an enthusiasm and willingness to achieve a high degree of competence.	
Special Conditions:	<p>The apprentice will attend the appropriate college and training programme for development and must achieve milestone targets related to the completion of the SVQ Level 3 framework as agreed on the Individual Training Plan.</p> <p>Failure to meet these targets may result in the termination of the apprenticeship. In the case where an apprentice completes the SVQ framework an enhanced rate of pay will be awarded accordingly.</p> <p>You may be required, relevant to trade requirements, to sit a competence test in the last 6 months of the apprenticeship period.</p> <p>These vacancies are restricted to applicants who live in Fife. You must be aged between 16 and 24 on or by the specified start date.</p>	

Attributes	Essential	Desirable	Assessment
Experience	<p>Appreciation of the sign making industry.</p> <p>Knowledge of tasks undertaken by a sign maker</p>	<p>Any previous employment including work experience (full/part time)</p>	<p>Application Interview</p>
Education, Qualifications Training and Professional Memberships.	<p>Applicants should have the ability to achieve SVQ level 3 (SCQF Level 6).</p> <p>3 National 4/5's, or 3 Standard Grades including English, Maths and practical craft skills. Or equivalent to SCQF Level 4 or above for more information please refer to www.scqf.org.uk.</p> <p>The ability to demonstrate the ability to achieve SVQ level 3 (SCQF Level 6). You may be required to travel out with Fife for College to achieve this qualification.</p>	<p>Knowledge of the use of information technology in construction.</p> <p>Appreciation of the sign making industry.</p> <p>Knowledge of tasks undertaken by a sign maker</p>	<p>Application Interview Certificates</p>
Skills, Abilities & Knowledge	<p>The ability to work within a team</p> <p>Ability to work at heights and confined spaces</p> <p>Ability to follow instructions</p> <p>Ability to cope with outside working environment</p> <p>Demonstrate an understanding of the demands of the job</p>	<p>Knowledge of tools</p> <p>Knowledge of materials</p> <p>Appreciation of safety</p>	<p>Application Interview</p>

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Attributes	Essential	Desirable	Assessment
Interpersonal & Communication Skills	Ability to communicate by various methods with colleagues and clients		Application Interview
Health & Physical Attributes	Ability to provide a regular and effective service		Pre-employment health screening
How We Work Matters	<p><u>OD12 How We Work Matters</u> details the behaviours are required for successful performance in the role.</p> <ul style="list-style-type: none"> • Working Together • Delivering Results • Taking Ownership • Customer Focus • Embracing Technology and Information 		Application Interview