



# John Leggott College

## Finance Apprentice

### Full Time -£12,000

We have a fantastic new opportunity at JLC for a Finance Apprentice. The role involves supporting the finance team with all aspects of finance administration to ensure delivery of a first class and efficient finance service across the college. Dealing with routine correspondence and telephone enquiries, collaborating with colleagues in reviewing and updating procedures to improve quality and consistency, maintaining computer and manual filing systems and upholding appropriate levels of security and confidentiality in all work undertaken.

John Leggott College is a thriving, successful (OFSTED Grade 2 'Good') 16-19 Sixth Form College and has consistently been in the top 25% of all schools and colleges for A-Level and top 10% for BTEC. The college is located on a pleasant site in Scunthorpe, Nth Lincolnshire and 10-minutes from the M180, which is fed directly from the M18 and then the M1 – you would be able to commute here quite easily from most of the towns and conurbations in Yorkshire and Lincolnshire, including Pontefract, Doncaster, Sheffield, Grimsby, Lincoln & Hull. The college's learners are fantastic and JLC are looking for staff who can harness their talent inspiring them to progress and contribute to a positive culture.

The successful candidate will undertake an appropriate Apprenticeship qualification, applying the skills and knowledge gained within their role with future prospects for this role to progress onto the Level 4 Apprenticeship.

The college offers a wide variety of benefits for staff, including free parking, on site catering facilities, pension, employment support programme and access to a wide variety of locally agreed discounts. The

For further information about our fantastic college, please use the following link

<https://www.leggott.ac.uk/staff-vacancies/>

Please submit completed applications form to [humanresources@leggott.ac.uk](mailto:humanresources@leggott.ac.uk)  
If you have any questions please contact HR by email [humanresources@leggott.ac.uk](mailto:humanresources@leggott.ac.uk)

**The closing date for applications is 9am Monday 15<sup>th</sup> August 2022**

*John Leggott College has a strong commitment to Equal Opportunities, Safeguarding and promoting the welfare of young people and expect all staff to share this commitment. All posts are subject to an enhanced check by the Enhanced Disclosure clearance through the DBS and other checks may be required.*

*\*Please note if you have not been contact regarding an interview within six weeks of the closing date, please take it that unfortunately your application has been unsuccessful.*