



Qualified Careers Advisers required

Level 3 (Salary range £19,890 to £23,419)

Level 4 – 6 (Salary range £24,184 to £30,454)

**Permanent, full-time 36 hours per week, part-time, term-time,
flexible/hybrid working arrangements negotiable.**

Location: Calderdale, Kirklees and surrounding areas

As an Investors in Diversity accredited employer we are committed to promoting the principles of FREDIE (Fairness, respect, Equality, Diversity, Inclusion and Engagement) and we actively encourage individuals from under-represented groups to apply.

C+K is a forward-looking company that has successfully delivered high quality careers information, advice and guidance services to young people and adults for 25 years. We are a not-for-profit organisation that understands our customers and delivers on their needs. The success of the company has enabled us to expand, and we are keen to acquire new talent to join our highly valued team of qualified and professional people. If you are creative and flexible you will thrive and enjoy working in this demanding but rewarding role.

C+K is a great place to work for anyone seeking employment in a people centred organisation where staff are valued and highly regarded. We offer excellent terms, conditions and benefits to our employees and opportunities for career development and progression.

We welcome your application if you can demonstrate the following:

- Level 3 or above qualified Careers Adviser.
- Effective, proactive, resourceful practitioner with a dynamic, innovative approach to the delivery and development of services in the Careers Guidance field
- Strong communicator and effective networker
- Well organised and highly motivated
- IT-literate and competent in the use of digital delivery and database recording systems
- Drive, commitment and resilience

If you are interested and require any further information, please email or call Charlotte Wood, Operations Manager 01484 242000, Charlotte.Wood@ckcareers.org.uk

Information about this vacancy, including job description and personnel specification and the application form are available to download on the company website by selecting this link: [C+K Careers | Careers Advisers vacancies level 3 and level 4-6](#)

To apply please download and complete the application form on the company website which should be returned to HR : recruitment@ckcareers.org.uk



The closing date for applications has been extended for a further two weeks and the revised closing date is Friday 19 August 2022, 9am.

Should we receive sufficient applications before the closing date, we reserve the right to end this advert before the closing date.

We are committed to safeguarding and promoting the welfare of children and young people and expect our staff to share this commitment.

Appointments are subject to receipt of a satisfactory DBS Enhanced Disclosure

