





Why do it?

WORKEXPERIENCE

Learn. Earn. Achieve.



Two Different Pathways





First of all, you will be provided with a username and password so you are able to log into Work Experience database.

www.ebpsouth.work-experience.co.uk

Online

An online placement is a work experience placement sources from the online database featuring over 5000 placements.

Own Placement

An own placement is a work experience placement that you have found yourself.

If you have an own placement you will need to complete an own placement





Own Placement

Student's Name:		Date of Birth:							
School:			•						
EMPLOYER									
Company / Organisation name						EMPLOYER CONFIRMATION AN	D AGREEMENT		
Nature of business				No of em	yees		of my knowledge and belief, the inform	nation given above is correct. Indicate the points are acceptable to me.	
Main contact person			Position				I confirm that the Job Description is correct.		
Workplace address		Postcode	Emp	loyer's Liability In:	ance			on our premises, and to abide by all legislation relating to Equal	
			Insurer			Opportunities, Health and Safety and Child Protection. I will arrange for my Employer's Liability Insurance to provide cover against injury caused to the student by negligence of the employer or another employee and will accept or insure myself against liability for or injury caused by the student in the same way as for other paid employees. My company/organization has prepared a Risk Asset			
			Policy Number			applicable) and a safe system of work wh			
Tel	Mob	•	Expiry Date			Employer signature		Date	
Email						Name			
Placement Details			l			STUDENT As the student named Lagree to take	part in this work experience progra	mme. I also agree to hold in confidence any information	
Job Title						about the employer's business which	I may obtain during this work period	d and not to disclose such information to any other person	
Job Description (Please list the key ta	sks and / or activiti	ies that the student v	will undertake)			made known to me either by the Emp	oloyer's representative or by the disp	urity and other regulations laid down by the Employer and played instructions. I will pass on to my parent or guardian	
						any information, given to me by my e	mployer, which may affect my perso	onal health, safety or welfare.	
						Student signature		Date	
						PARENT / CARER with legal respo			
						Health and Safety Statement. I agree	to his/her taking part in this program	and understood this form, and the Job Description and mme and undertake that he/she will observe the conditions	
Requirements (special requirements	including any dear	r and a that anniu to	this ish\				•	other condition which could result in unnecessary risk to e in any doubt please consult the teacher responsible	
requirements (special requirements)	, including any dress	s code, that apply to	thisjour			before signing this form).			
								reak periods, no liability can be accepted by the employer rents should discuss the arrangements for lunch and break	
						periods with their child and make sur		•	
No of working days:	Start date:		End d	date:					
Working times / meal breaks:						Signature of Parent / Carer		Date	
Would you offer this opportunity to	another young pers	on: YES	NO (please circ	ile)		Name			
Risk Assessment									
The Management of Health and Safe that the employer shall make a suital				ne self-employed. T	duty states				
unat the employer snall make a sulta	uie and sumiciént as	ssessment of the risi	cto employees."						

This includes employees who are classed as a child (below minimum school leaving age) and a young person (over minimum school leaving age, but under 18 years of age). Both of these definitions may be relevant to students on work experience. In addition, "Every employer shall, before employing a child, provide the parents/guardians of the child with comprehensible and

relevant information on the risks identified by the assessment and the preventative and protective measures"

More information available at: http://www.hse.gov.uk/youngpeople/workexperience/placeprovide.htm



The Online Process



Learners Search and Apply



Employer Decides

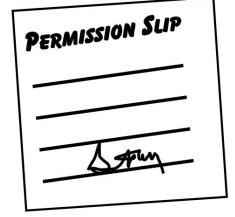


Placement Confirmed

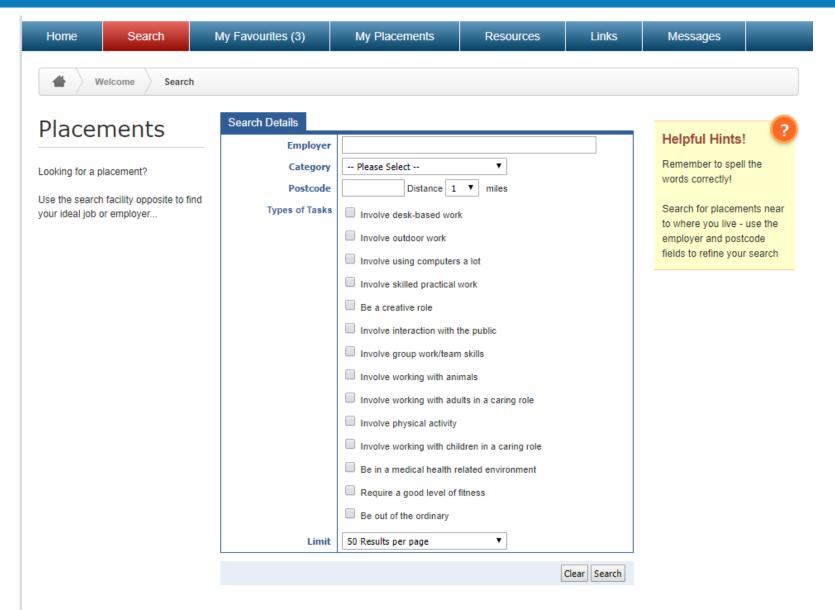


Schedule an Interview











Results

▲ Employer	Emp ID	Job Title	Job ID	Postcode	Distance (Miles)	
ADT Fire and Security (Portsmouth)	493	Administration Assistant	532	PO6 4PS	0.46	•
Amdale Ltd	544	Assistant in Admin	592	PO3 5BU	1.06	۹,
Babcock International Group	640	Administration Assistant	698	PO6 3EN	0	
Batchelor & Smith Ltd	846	Admin Assistant	925	PO6 1PA	1.63	۹,
Ceramic Tile Distributors	1667	Administrative/Showroom Assistant	1802	PO3 5TU	1.78	
Consumables Solutions Ltd	761	General Admin Assistant	833	PO6 3EN	0	۹,
Copnor Junior School	2137	Administration Assistant	2394	PO3 5BZ	1.93	۹,
Douglas Stafford	2189	Administration Assistant	2465	PO6 3EN	0	۹,
First Wessex Housing Group	428	Head Office - Work Shadowing	429	PO2 8HB	1.92	۹,
Freight Transport Ltd	831	Administration Assistant	908	PO6 1TW	1.36	
Handle With Care	1071	Administration Assistant	1172	PO3 5DA	1.86	۹,
HMS Excellent	731	Medical Centre Assistant	801	PO2 8ER	1.56	
Jeffries	2102	Estate Agent's Assistant	2349	PO2 0LZ	1.69	
JM Automatics Ltd	522	Admin Assistant	565	PO3 5HJ	1.06	
Johnson Controls	2177	Admin Assistant	2446	PO6 3AU	0.64	۹,
KSL Chartered Accountants	1731	Office Assistant	1871	PO6 3EB	0.78	9



Placements





Job Details - Workshop Assistant (10739)

Job Details	
Employer	Aldermaston Tool Co
Website	Not Specified
Job Title	Workshop Assistant
Job Description	IMPORTANT: This opportunity is available to post 16's ONLY. Please DO NOT apply if you are under 16 years old.
	Aldermaston Tool Co are the largest power tool showroom of their kind in the whole of Europe. They are authorised dealers and repair agents for all the leading makes and models.
	Whilst on placement you might have the opportunity to:
	- Learn to use the ordering system
	- Answer the telephone
	- Carry out housekeeping duties
	- Assist customers
Job Address	Unit 47, Youngs Industrial Estate
	Tadley
	Hampshire
	RG7 4PW
Directions	<u>Get Directions</u>

Job Information	
Start/Finish Times	Mon-Fri 8am-5pm

Student Information	
Dress Code / Personal Protective Equipment and Clothing	
Meal Break	- Bring own lunch - Bring own drinks
Meal Break Duration	1 hour
Meal Break Notes	Not Specified
Interview Required	Yes
Should the learner bring any of the following to their interview:	- Consent Form

Apply Now



Home	<u>Search</u>	My Favourites (3)	My Placements	Resources	Links	Messages	
▲ > w	★ Welcome Favourites						

Favourites

The favourites page can be used to shortlist your favourite jobs. To apply for a job click the job title and use the 'Apply Now' button on the left hand side of the page.

My Favourites

Rank	Employer	Job Title	Postcode	Remove	Change Rank
1	Monitoba Ltd	General Assistant	SO32 2AH		•
2	Alto Marketing Ltd	Marketing Assistant	PO15 7AN		*
3	Apple Tree Day Nursery	Nursery Assistant	PO2 9SD		A





My Placements

My Wishlist



The items displayed below require attention from your work experience coordinator.

Rank	Employer	Job Title	Start	End	Postcode	Change Rank
4	Apple Tree Day Nursery	Nursery Assistant	11/12/2017	15/12/2017	PO2 9SD	•
5	Havant and Waterlooville Football Club	Assistant Grounds Keeper/Coaching Assistant	11/12/2017	15/12/2017	PO9 5TH	A

Print Parent Consent

Awaiting Employer Offer



The work experience team are working hard to confirm this application with the employer.

Employer	Job Title	Start	End	Postcode	Status
Capkandi	Retail Assistant	11/12/2017	15/12/2017	PO1 4RR	Waiting for the employer to accept this request.

In Progress



These applications are on hold because you have an application awaiting employer offer.

Employer	Job Title	Start	End	Postcode	Status
1710 Naval Air Squadron	Aircraft Engineering Assistant	25/12/2016	26/12/2016	PO1 3GX	On hold.
3D Hair and Beauty Salon	Assistant Beauty Therapist	25/12/2016	26/12/2016	PO7 5EW	On hold.

Unavailable



The employers listed below are unavailable. Please see reasons why.

Employer	Job Title	Start	End	Reason
EBP South	Admin Assistant	11/12/2017	15/12/2017	Made Unavailable by Other: This placement is in the past.
				Tidving up system Test



Login

Website: http://ebpsouth.work-experience.co.uk

Google: EBP south work experience login

Username: first name, last name (all lowercase no spaces)

Password: Wex123

25th-28th March 2024