

PLACEMENT DESCRIPTION

Employer: WEX TEMPLATES

Contact:

Supervisor:

Employer Tel:

Website:

Job: Jeweller

Classification: Design Occupations

Ref: 13,055

Aims & Objectives: To develop key skills through the experience of work insight into working in design and manufacture of gold/silver and jewellery

Key Tasks: Students will do quite a high degree of observation/shadowing of trained staff for this work experience placement. Students may after training and under supervision be allowed to perform simple basic tasks both in the jewellery workshop and the showroom where they may help staff with display and sales.

Requirements: Students must be honest and trustworthy. Students should be confident, with initiative and have good communication skills. Artistic/practical skills would be helpful. Students should be able to listen and follow instructions carefully and not be afraid to ask questions about the areas of work they are assisting with.

Clothing: Smart casual

Working Hours: 9 - 5 (students may be unsupervised during lunch breaks)

Meal Breaks: one hour for lunch (flexible)

Interview Required: N

Student to Arrange: N

Notes: Student to contact employer to arrange an interview / informal chat prior to starting the placement.

Employer's Health & Safety Risk Assessment:

Students will not have any contact with hazardous machinery/chemicals Students will be supervised at all times Students will wear any personal protective equipment provided

Special Notes:

Parents/Guardians will be expected to give details of any health problems e.g. epilepsy, asthma etc on the agreement form

Last Visit Date:

Next Visit Date:

Risk Band: M