

We make sure the shoe fits...

Finding the right people for the right jobs



PaddingtonFirst
Recruiting for Paddington



Looking for work? Talk to Paddington First.



PaddingtonFirst

PICTURED FROM LEFT: SIBERT BARBOUR, OPERATIONS MANAGER > AYSHA MUKARRIM, EMPLOYMENT ADVISER > SHIRLEY ALBERT, RECEPTIONIST > RICHARD PHIPPS, JOBCENTRE PLUS

What is Paddington First?

We're a recruitment agency with a difference: we find quality people from the local area for jobs in Paddington – or within easy reach.

We're here to help jobseekers living locally find a job or get the training, advice and support they need to improve their chances of finding work. This way, we also help businesses and services in Paddington find the right people for the jobs they have.

We can place all levels of staff. We recruit for these sectors: hospitality and catering, retail, construction, security, administration/office work, healthcare, education and childcare, financial services, property and travel. Large local employers also tell us about vacancies elsewhere, making your chances of finding a job even greater.

Our staff have all lived or worked locally for many years, so we know who's hiring, which companies have vacancies coming up and we know about new businesses in the area too. Because we're part of the community, we actively want local jobseekers to find work and improve their skills. So we work hard to make Paddington work for you.

What makes us different?

Paddington First is the best place locally where you can get help with your CV for free. The staff will make sure you include all the relevant information and tailor your CV to employers' needs. They'll explain how a recruitment process works, and help you with mock interviews and questionnaires.

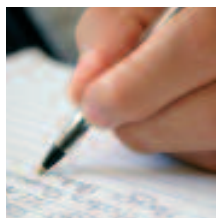
Over 4,000 people have found work through us and we see around 200 jobseekers every week. But we want to see that figure rise: we want to place more people in work, and we want to work with even more businesses in Paddington.

Come in and talk to our team of employment advisers. We're here to help you find the job you want.

“The most important thing is giving people hope that there is a job out there for them, so they don't stop trying.”

How does it work?

When you come in to see us we'll start the ball rolling straight away by entering your details into our database and asking about the kind of work you're looking for.



We'll show you the vacancies we have at the time and discuss your career plans. It may be that there are areas you hadn't thought about, which are well-matched to your skills.

"A woman with children wanted to work in retail but she had little experience and was worried about childcare. It turned out she could type, so we found her typing work she could do part-time from home. As well as an income, it gave her the flexibility and confidence to start looking for other work."

Before we put you forward for a job, we make sure that you have the necessary references, the right to work in the UK, good language and technical skills and proper qualifications.

CVs

We will help you write, present and update your CV, making sure that it contains the right information and is targeted to an employer's needs. It could be that you have transferable skills, relevant experience which you've forgotten to include, or you're describing past work in too much detail. Don't worry, we'll help you put things in order.

Interview preparation

We can also help you prepare for a job interview by talking you through a recruitment process and doing mock interviews, tests and questionnaires. If interviews are stressful for you, we'll help you find ways to stay calm.

Skills match and job search

And we'll do our best to match your skills and experience to any current vacancies. If you don't find anything straight away – don't worry. We'll keep looking for you, show you how to apply and how to keep motivated. We are sure that there's a job out there for everyone and we'll do everything we can to help find one for you.

Training

If you're looking for work but don't have the right skills and qualifications, we'll help you find a training course or even an employer who provides on-the-job training. Or if your English needs improvement, we'll put you in touch with a language course.

We pride ourselves on the fact that no one walks out of Paddington First without applying for a vacancy, a training scheme or work experience. At the very least you'll get good advice and have a plan for finding future work.

PaddingtonFirst

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