Advanced / Apprenticeship Opportunity
Project Management Office (PMO)

Location          Dorset Innovation Park, Winfrith
Employment status Permanent, Full time (37 hours/week)
Closing date      1st March 2020

An exciting opportunity has arisen for a motivated and enthusiastic apprentice to join our successful and growing company in Winfrith, Dorset. ATLAS ELEKTRONIK UK together with its subsidiaries, is a technological leader in many sectors and has an excellent reputation. We have unique and unrivalled domain knowledge in weapon handling, mine-hunting, naval weapons and combat systems.

ATLAS ELEKTRONIK UK is looking to employ an apprentice who is keen to progress in the world of engineering and who has a real passion and desire to understand our business domain.

The Apprentice will be an integral part of the Project Management Office (PMO).

You will be given guidance and mentoring to develop your skills in supporting a range of tasks.

What we are looking for in you:

- IT literate and knowledge of MS Office (Word, Excel, Outlook, etc.)
- An interest in project management
- An appreciation of cost, planning and project management principles/techniques
- Good communication, interpersonal and presentation skills
- Able to work as part of a team
- Good telephone manner
- Good attention to detail
- Flexible and adaptable to meet project/business deadlines
- Reliable and conscientious
- Willing to learn from the technical teams to develop an understanding of the project portfolio.
- Able to seek root-cause problems and find solutions.
- Minimum of 5 GCSE’s, or equivalent, at Grade A* - C including English, Maths and a Science or Engineering related subject. Applications from A Level candidates will also be welcomed for higher level apprenticeships.

More Information
Apprentice intake planned for Summer 2020.

The successful candidate must be able to achieve full SC (Security Clearance).

How to apply
Please forward your CV and a covering letter explaining why you are suitable for the post to recruitment@uk.atlas-elektronik.com by the closing date and state the job title in the subject line.

Due to the nature of our work and the projects you will be working on, all candidates must be eligible to gain security clearance. ATLAS ELEKTRONIK UK Ltd is an Equal Opportunities employer and welcomes applications for all posts from suitably qualified people regardless of age, disability, ethnicity, gender, marital status, sexual orientation, religion or belief.

Only successful applicants will be contacted.

... a sound decision