

FISH4JOBS

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BUSINESS ADMINISTRATOR - STREETWORKS

Location: Nottingham, NG12 4DG | **Salary:** £18k
Contract: 37.5 hours per week, permanent.

ABOUT THE ROLE

The Business Administrator will work closely with the Project Coordinators to provide administrative support to the Business Services Team

The Business Administrator will be adaptable, adjusting to business needs, results driven with excellent time management skills and attention to detail.

MAIN DUTIES

- Obtain and collate plans in relation to utility assets to enable the accurate production of a site commencement job pack
- Run reports, data entry and assist with jeopardy management
- Ensure standards are met through conducting quality assurance
- Update works management system, maintaining accurate information for the Business Services Team

WHAT WE ARE LOOKING FOR

- Experience with Network & Asset Management software - desirable but not essential as full training will be given.
- Understanding of grid references/OS mapping desirable
- Ability to work under pressure, within a deadline driven environment
- Proficient in the use of Microsoft Office - Excel, Outlook, Word. Clear and confident communication skills with a high level of numerical and written accuracy

Please send CV's and covering letter to
careers@lightsourceuk.net

Any item any price free online

Public Notices

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THE LEICESTERSHIRE COUNTY COUNCIL
THE LEICESTERSHIRE COUNTY COUNCIL
(KIRKHILL, FREEHOLD STREET AND
GARENDON ROAD, SHEPshed) (TEMPORARY
PROHIBITION OF THROUGH TRAFFIC)

Public Notices

Public Notices

An application has been submitted to Charnwood Borough Council as follows:
Charnwood Brewery is applying for a Grant of a Premises Licence for **Hall Croft Tap, 20-22 Hall Croft, Shepshed, Leicestershire, LE12 9AN**
The Licence, if granted, is to enable the following activities;
Sale of alcohol on the premises and Sale of alcohol off the premises:
Monday to Thursday 15.00 to 23.00
Friday and Saturday 12.00 to 23.00
Sunday and Bank/Public Holidays 12.00 to 22.30
The supply of alcohol in the Beer Garden/Courtyard is limited to:
Monday to Thursday 15:00 to 22:00
Friday and Saturday 12:00 to 22:00
Sunday and Bank/Public Holidays 12:00 to 21:30
Hours premises are open to the public:
Monday to Thursday 15.00 to 23.30
Friday and Saturday 12.00 to 23.30
Sunday and Bank/Public Holidays 12.00 to 23.00
Any objections in respect of the application should be made in writing to Licensing@charnwood.gov.uk or Licensing Manager, Charnwood Borough Council, Council Offices, Southfield Road, Loughborough, Leicestershire, LE11 2TX, and must be made by the following date:- **20th May 2020.**
Due to the Covid-19 outbreak it is not possible to inspect a copy of the Application at the Council Offices. Further Application information can be found here:
https://www.charnwood.gov.uk/pages/licensing_reviews_and_weekly_applications.
It is an offence to knowingly or recklessly make a false statement in or in connection with an application. Any person found guilty of such offence shall be liable on summary conviction to a maximum fine in the sum of £5,000.00.
Guidance for making objections can be found at
https://www.charnwood.gov.uk/pages/object_to_premises_licence_or_club_certificate
Dated: 22nd April 2020

THE LEICESTERSHIRE COUNTY COUNCIL (SEAGRAVE ROAD, SILEBY) (TEMPORARY PROHIBITION OF THROUGH TRAFFIC) ORDER 2020

NOTICE IS HEREBY GIVEN that the Leicestershire County Council intends, not less than 7 days from the date of this Notice, to make an Order under Section 14(1) of the Road Traffic Regulation Act 1984, the effect of which will be to allow for the closure of that length of road specified in the Schedule to this Notice. The road is being closed to allow Chasetown Civil Engineering undertake highway works in connection with the new Miller Homes development. Any member of the public requiring further information should contact Leicestershire Highways on 0116 3050001. It is expected

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