

# Guide to Apprenticeships 2023

### What is an apprenticeship?

An apprenticeship is a genuine job where you gain experience in the transferable skills that come from being in the workplace alongside learning and achieving a valuable qualification. You will also be earning a wage. You are treated the same as any other employee but are given the time to concentrate on your studies. You will get the chance to learn from the people that you work alongside and will have a mentor for support. Most of the training will take place within the workplace and then providing which qualification you are on, you will spend time in college, with a training provider or university. This off the job training will equate to at least 20% of your working week. It will vary from one day a week to blocks of days per month depending on the qualification. The time to complete the qualification will also vary, dependent on the level that you are doing. For example, on a level 2 Intermediate apprenticeship you will be on programme from anywhere from 12 – 15 months whereas a Degree level 6 or 7 you could be anywhere between 3 – 6 years.

### What levels are there?

<u>Intermediate</u> - Level 2 – Equivalent to 5 GCSE passes at grade A\*-C or 9-4.

<u>Advanced</u> - Level 3 – Equivalent to 2 A Level passes/Level 3 Diploma/International Baccalaureate.

<u>Higher</u> – Equivalent to Level 4, 5, 6 and 7 Foundation Degree and above.

<u>Degree</u> – Equivalent to Level 6 and 7. Bachelor's or Master's Degree.

### What can I do an Apprenticeship in?

There are over **1,500** job roles over the 4 different levels and over 70 universities and 200 colleges are approved to deliver the higher and degree apprenticeships. There are over 400 different industries offering apprenticeships and it is increasing all the time.

# Some companies offering apprenticeships.....





















































## Some of the universities you could study at .......































### How and when do I apply for an apprenticeship?

There is not a specific time to apply for an apprenticeship as they appear all year round. This is known as 'roll on roll off'. However, some of the larger companies have an intake at the same time every year for example September or January. If you are thinking of doing an apprenticeship it is a good idea, to start looking throughout Year 12 so that you can see what sort of vacancies exist but also you can see companies you may be interested in and when they start to advertise. It is good to do your research so that you are prepared but remember applying for an apprenticeship is like applying for a job it may not be there when you are ready to apply. Thinking about what you want to do and where you would like to work, will help you narrow down and make your search more refined.

At the back of the booklet, there is a list of websites where you can look for an apprenticeship. They do not just appear on one site and some companies only advertise on their website.

Each company will have its own way to apply there is not a set application form for you to fill in. Be prepared by having your CV up-dated as you may have to attach it to your application form when you apply.

### **Entry Requirements**

### Intermediate (Level 2)

Applicants need to be over 16 years old. Some companies require Maths and English minimum grade 4. Some however, allow as part of the apprenticeship, for you to re- take if you do not have but you will need to pass to complete the qualification.

### Advanced (Level 3)

As above

### Higher (Level 4 and above)

Entry requirements can include at least five GCSEs grades A-C 9-4), and Level 3 qualifications, including A levels, NVQ/SVQ

Level 3, or a BTEC National. Some will expect or require applicants to have subjects related to the particular apprenticeship.

### Degree Level 5 to 7

Enable apprentices to achieve a full bachelor's or master's Degree as part of their apprenticeship. As above, some employers have specific entry requirements.

For example some IT apprenticeships have required an A level (or equivalent) grade range of ABB to CCC. Many employers will expect or require applicants to have qualifications in subjects related to the particular apprenticeship

### What do Apprentices get paid?

As an apprentice, like with all job roles you have to receive at least the minimum wage. You will be paid, for all of the hours that you work including the time spent at university/college.

Here are the current minimum rates for National Minimum wage and National Living Wage that change every April:

	23 and over	21-22	18-20	under 18	Apprentice
April 2023	£10.42	£10.18	£7.49	£5.28	£5.28

### **Apprentices**

Apprentices are entitled to the apprentice rate if they're either:

- aged under 19
- aged 19 or over and in the first year of their apprenticeship

### Example

An apprentice aged 21 in the first year of their apprenticeship is entitled to a minimum hourly rate of £5.28.

Apprentices are entitled to the minimum wage for their age if they both:

- are aged 19 or over
- have completed the first year of their apprenticeship

### Example

An apprentice aged 21 who has completed the first year of their apprenticeship is entitled to a minimum hourly rate of £10.18.

Every apprenticeship is tailored to the person doing it. Not only that, but pay varies dramatically based on the sector you are in, your employer, and your level of study. You will also find that apprenticeships around London and the South East tend to pay a bit more, too as the cost of living is higher.

### **Statistics**

In a 2018 survey, after finishing their scheme, as many as 85% of apprentices will stay in employment, with two-thirds (64%) remaining with the same employer.

In the same survey, which questioned over 5,000 apprentices, it was found that one in three (32%) of all former apprentices received a promotion within a year of completing their apprenticeship, whilst three-quarters (75%) stated that they were given more responsibility in their role. It also reported that half (51%) of companies stated that it takes an apprentice approximately five years to reach management level. 92% of apprentices report of being 'satisfied' with their apprenticeship.

### Pros and cons of doing an apprenticeship

### **Pros**

- 1) You work in a real job for a real employer
- 2) You gain valuable work place skills and experience
- 3) You are paid a salary and get paid holiday
- 4) You achieve a qualification
- 5) You get support from colleagues and a training organisation
- 6) You become more employable
- 7) You have no university debt.

### Cons

- 1) Will not experience university life
- 2) Shorter holidays
- 3) Greater responsibility earlier
- 4) Apprenticeships are more competitive
- 5) Harder to change careers at a later date
- 6) Starting salary is lower

### An Apprenticeship is not a soft option because...

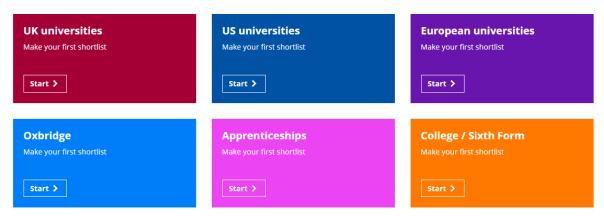
- 1) You will have to apply for multiple vacancies to be with a chance of success. This means that you may have to fill in company application forms that do take time.
- 2) You may have to attend assessment days as part of the application process, and this may require preparation.
- 3) It is good practice to apply for university as well as applying for apprenticeships, which means filling in the UCAS form as well as the apprenticeship job application forms.
- 4) You have to be prepared to go straight into the work environment and must study along with working full time.
- 5) Whilst the experience will be worthwhile, you are not guaranteed a position at the end of the apprenticeship.

### Where to look for an apprenticeship

If you are considering doing an apprenticeship, please do come and talk to us in the Careers Office on the ground floor of the Turing Centre, as we are able to give you some guidance on where you can look and talk through all your options. It can be quite daunting to know where to look or even which one would suit you best. It does take a while to find the right one so be prepared to put the research in. Here are some suggestions on where you can start to research and look for vacancies:

You can use the apprenticeship search tool in Unifrog:





www.findapprenticeship.service.gov.uk

https://www.ucas.com/apprenticeships-in-the-uk

www.apprenticeshipguide.co.uk

https://targetcareers.co.uk/search/jobs

https://notgoingtouni.co.uk/

https://www.getmyfirstjob.co.uk/

https://www.allaboutschoolleavers.co.uk/jobs

https://www.prospects.ac.uk/jobs-and-work-experience/apprenticeships

https://www.ratemyapprenticeship.co.uk/apprenticeships

www.instituteforapprenticeships.org

https://www.goodschoolsguide.co.uk/degree-apprenticeships/

https://www.milkround.com/jobs/apprenticeships?s=recentsearch

https://www.amazingapprenticeships.com/vacancies

https://www.springpod.co.uk/degree-apprenticeships

https://www.bestapprenticeships.com/

Job sites like **Indeed** or **TotalJobs** carry Apprenticeship roles.

Creative:
https://www.screenskills.com/education-training/apprenticeships/
Law
https://www.lawcareers.net/Starting-Out/Law-Apprenticeships-Guide
NHS:
https://www.healthcareers.nhs.uk/career-planning/study-and-training/apprenticeships-traineeships-and-cadet-schemes
<u>scremes</u>

# TOP 2022 Top Apprenticeship Providers <a href="https://www.topapprenticeshipemployers.co.uk/Top100AE22.pdf">https://www.topapprenticeshipemployers.co.uk/Top100AE22.pdf</a>

Name	Contact	information
1 British Army	https://jobs.army.mod.uk/regular- army/what-you-get/apprenticeships- skills/	Public services and health Engineering Telecommunications & I.T. Animal care Logistics Construction Business administration
2 Royal Navy	https://www.royalnavy.mod.uk/car eers/levels-of-entry/apprenticeships	Engineering Catering Mine / diver/ warfare specialist Human resources Aircraft controller/ handler IT systems/ Cyber security Biomedical scientist Communications Dental Meteorology Medical assistant/ radiographer Nurse/ mental health nurse Police
3 BT	https://www.bt.com/careers/early- careers/apprentices	Security software Service management Project management Software/ Power/network engineer Technician Analyst Human Resources Cyber security Customer services Business service Researcher Sales
4 Royal Air Force	https://recruitment.raf.mod.uk/app renticeships	Aircraft engineer /technician Weapons technician Security Cyberspace Logistics Chef Steward (air and ground) Intelligence analyst Personnel Driver/ mover Fire fighter Vehicle technician Police Medic Physical training instructor Electrician Photographer

Name	Contact	information
5 Department for Work and Pensions	https://careers.dwp.gov.uk/our- teams/dwp-digital-apprenticeships/	Dev Ops Engineer Business Analyst Computer engineer Infrastructure engineer Software Engineer Data engineer
6 Clarkson Evans	https://www.clarksonevans.co.uk/electrical-apprenticeships	Electrical
7 Mitchells and Butlers	https://www.mbcareersandjobs.co m/apprenticeships	Chef Bar and waiting Hospitality Management
8 RSM	https://www.rsmuk.com/careers/st udents/school-leaver- apprenticeship	Accounting Consulting Corporate finance Risk Assurance IT Payroll Tax
9 BAE systems	https://www.baesystems.com/en/c areers/careers-in-the- uk/apprenticeships	Software/ mechanical/ electrical engineer Project management Maintenance/ aircraft maintenance Business Finance Management Design
10 Grant Thornton	https://trainees.grantthornton.co.u k/our-programmes/apprentices/	Finance Accounting Auditing Tax
11 Ernst and Young	https://www.ey.com/en_uk/careers /students/programmes/schools	Assurance Consulting Strategy and Transactions Tax Business Leadership and management Digital and Technology
12 HFT	https://www.hft.org.uk/jobs/trainin g-and- qualifications/apprenticeships-2/	Healthcare support worker
13 The Go-Ahead Group (transport)	https://www.go-ahead.com/our- people/apprenticeships	Bus/coach/tram driver Engineer (Bus/Coach) Business administration Team leader
14 Bishop Fleming	https://www.bishopfleming.co.uk/e arly-careers	Accounting Business services Audit and Tax
15 Mazars	https://jobs.mazars.co.uk/jobs/early -careers/	Financial service Auditing Tax

Name	Contact	information
16 Deloitte	https://www2.deloitte.com/uk/en/pages/careers/articles/brightstart-business-apprenticeship-scheme.html	Audit and assurance Business and financial advice Consulting Cyber Legal Technology Tax Consulting
17 Howdens	https://careers.howdens.com/our- teams/apprenticeships	Business administration/ developer Kitchen sales designer Warehouse Customer service Trade Supplier
18 Hayes Travel	https://careers.haystravel.co.uk/ap prenticeships	Retail Finance Marketing HR Travel consultant
19 Busy Bees Nurseries	https://busybeestraining.co.uk/appr enticeship-vacancies	Early years Catering
20 Lovewell Blake	https://www.lovewell- blake.co.uk/starting-your-career	Accountancy Financial planning
21 Kids Planet day nurseries	https://www.kidsplanettrainingacad emy.co.uk/our- academy/apprenticeship/	Early Years Educator Early Years Lead Practitioner
22 Toni and Guy	https://toniandguy.com/careers/ap prenticeships	Hair stylist Hair technician
23 Greene King	https://jobs.greeneking.co.uk/apprenticeships	Team member General manager Business development Senior Leader Administration Customer Service Management Finance
24 Rentokil Initial	https://www.rentokil- initial.co.uk/about-our- apprenticeships/	Customer service Pest control Science technician
25 London Ambulance Service NHS Trust	https://www.londonambulance.nhs. uk/working-for-us/career- opportunities/apprenticeship- opportunities/	Associate Ambulance Practitioner Paramedic
26 Price Bailey	https://www.pricebailey.co.uk/care ers-2/school-leavers/school-leaver- faqs/	Chartered accountancy Business advisory
2 7 PWC	https://www.pwc.co.uk/careers/stu dent-careers/school-careers/our- programmes/flying-start- degrees.html  https://www.pwc.co.uk/careers/stu dent-careers/school-careers/our- programmes.html	Accountancy Business Management Technology Consulting Deals Operations Tax

Name	Contact	information
28 BDO	https://careers.bdo.co.uk/school- leavers	Audit/Public service auditing Business services Accountant
29 Iceland Foods	https://icelandcareers.co.uk/apprentices/	Retail Team Leader Retail Management
30 Whitbread	https://www.whitbreadcareers.com /early-careers/apprenticeships/	Hospitality Kitchen
31 Network Rail	https://www.networkrail.co.uk/care ers/early-careers/apprenticeships/	IT Business Services Engineering Finance
32 AESSEAL	https://www.aesseal.com/en/career s/apprenticeships	Mechanical Engineering
33 Travis Perkins	https://www.tpplccareers.co.uk/ap prenticeships	Merchanting Customer services Administration Sales Management and leadership
34 Optionist Management	https://optionis.co.uk/apprenticeships/	Accounting Business Administration Customer Services
35 Buzzacott	https://careers.buzzacott.co.uk/p ages/starting-out	Accounting
36 Stage coach group	https://www.stagecoachgroup.com/ careers/what-you-could- do/apprenticeships.aspx	Bus engineers
37 Greater Manchester combined authority	https://www.greatermanchester- ca.gov.uk/what-we-do/work-and- skills/apprenticeships/	
38 Azets	https://www.azets.co.uk/careers/early-careers/	Auditing Tax Forensic accounting Corporate finance
39 Nottingham integrated care system	https://recruitment.nottshc.nhs.uk/ recruitment-apprenticeships	Business administration Health and social care Hospitality Finance Pharmacy
40 Tesco	https://www.tesco- programmes.com/apprenticeships/	Business management Finance
41 Choice Care Group	https://careers.choicecaregroup.co m/apprenticeships	Social care worker
42 Lloyds Banking Group	https://www.lloydsbankinggrouptal ent.com/apprentices/	Customer service Commercial banking
43 Pepsico	https://www.pepsicojobs.com/main/europe/unitedkingdom	Supply chain Engineering Lab technician Marketing Research and development

Name	Contact	information
44 Priory Group	https://www.priorycareerpathways. com/role.html?healthcare	Healthcare Nursing
45 HC-One	https://apply.hc-one.co.uk/working- for-hc-one/Learning-and- Development.aspx	Health care Hospitality IT Leadership
46 Amazon	https://amazonapprenticeships.co.uk/	Chartered management Human resources Project management Business administration Recruitment consultant Finance Buying and merchandising Creative design Junior content producer Data analyst Software engineer Solutions architect Engineer IT Engineer IT Engineer Mechatronics Automation engineering Health and safety Safety specialist Digital marketing Marketing Broadcast production assistant Supply chain
47 Babcock international	https://www.babcockinternational.c om/careers/apprenticeships/	Electrical manufacturing Mechanical manufacturing Mechanical design Electrical design
48 Abellio Transport Holdings	https://www.getmyfirstjob.co.uk/Discover/Employers/details/83/abellio?page4087=1&size4087=12	<ul> <li>Operational Management programme.</li> <li>Planning (train planning), rostering and diagramming</li> <li>Performance – causation, analysis, improvement</li> <li>Train crew management</li> <li>People management, including the legal bit, performance management, employee and industrial relations</li> </ul>
49 Lab Corp	https://careers.labcorp.com/gl obal/en/students	Labcorp Drug Development
50 KPMG		Auditing Technology and engineering Consulting Law Business and services

Name	Contact	information
51 UBS	https://www.ubs.com/global/en/car eers/apprentices/opportunities/deg ree-apprenticeship.html	Asset management Digital and Information Office Global wealth management Operations Investment banking
52 Northumbria Police	https://careers.northumbria.police. uk/police-apprenticeships/	Policing Customer Service Vehicle Technician Contact Handler Media and Communication Finance Business Support
53 Sellafield Ltd	https://careers.sellafieldsite.co.uk/g raduates- placements/apprentices/apprentice ship-schemes/	Business admin Health Physics monitor Nuclear facility operator Nuclear welding inspection Craft – fabricator, mechanist, maintenance, pipefitter.
54 Superdrug	https://www.superdrug.jobs/apprenticeships/	Retail Distribution Team leader
55 ANS Group	https://www.ans.co.uk/why- ans/apprenticeships/	IT technician Digital cloud technician Connectivity technician
56 Seddon Construction	https://seddon.co.uk/join-the- team/apprentices	Construction
57 Natwest Group	https://jobs.natwestgroup.com/pag es/apprenticeships	Customer service Business technology and data Relationship management
58 John Lewis Partnershp	https://www.jlpjobs.com/apprentic eships/	Finance HR Supply Chain Retail Hospitality Textiles
59 ASDA	https://www.asda.jobs/apprentices/	Asda Technology - working on Voice Recognition, App and Web Development, Data Insight and Analytics, Robotics, Image Recognition and In Store Experience technology  Asda Business Services - Finance, Human Resources, Contact Centre and Procurement
60 Aon	https://www.aon.com/careers/uk/a pprenticeships.html	Actuary Client management Insurance and reinsurance Investment consulting Employee benefits

Name	Contact	information
61 Thames Valley Police	https://tvpcareers.co.uk/roles/appr enticeships/	Police constable Police community support officer 911 call handler
62 Leeds teaching hospital NHS Trust	https://jobs.leedsth.nhs.uk/my-career/apprenticeships	Clinical support worker
63 Department for Education	https://www.civil-service- careers.gov.uk/departments/workin g-for-the-department-for- education/	
64 Armstrong Watson	https://www.armstrongwatson.co.u k/careers/school-and-college- leavers	Accounting Tax Payroll
65 Avery Healthcare	https://jobs.averyhealthcare.co.uk/	Healthcare
66 Pendennis Shipyard	https://www.pendennis.com/career s/apprentices	Ship building
67 Somerset County Council		Business support Communications Customer services Finance Hospitality IT Planning Property management
68 Horbury Group		Construction and building
69 Apollo Motor Group		Accounts Customer service Vehicle damage assessor Mechanical technician Panel technician Painter
70 Gemini Accident repair centre	https://www.nottinghamcollege.ac. uk/courses/gemini-accident-repair- apprenticeship-programme- vacancies	Vehicle accident repair technician
71 Merseyside Police	https://www.merseyside.police.uk/ police-forces/merseyside- police/areas/careers/join- us/apprenticeships/	Police officer Contact resolution officer Police staff Motor vehicle Clerical
72 Kier Group	https://www.kier.co.uk/careers/app renticeships/	Civil engineering Quantity surveying Highways maintenance Safety, health and environmental Business administration Human resources
73 Christie's	https://www.christies.com/about- us/london-apprenticeship-program/	Finance Operations HR

Name	Contact	information
74 Sainsbury's	https://www.about.sainsburys.co.uk/s ustainability/plan-for-better/our- stories/2021/apprenticeships-stories	Retail Bank SCC Logistics & Distribution Centres
75 Motus commercials	https://www.motuscommercials.co.u k/apprenticeships-at-motus- commercials	Sales executive Service advisors Parts advisors HGV/ LCV technicians Administrators Accounts
76 Barrett Construction	https://www.barrattcareers.co.uk/ear ly-careers/higher-degree-apprentices	Construction Quantity surveying Real estate Technical
77 Persimmon Homes	https://www.persimmonhomes.com/ corporate/careers/	Trades in construction Regional and head office
78 Bagnalls	https://www.bagnalls.co.uk/careers/apprenticeships/looking-for-an-apprenticeship/	Construction Painting and decorating
79 Sodexo	https://uk.sodexo.com/apprenticeshi ps.html	IT Business Administration Facilities management Hospitality and catering Healthcare Prison custody
80 North East Ambulance Service NHS Trust	https://www.neas.nhs.uk/careers/our -roles/apprenticeships.aspx	Ambulance care assistant Clinical care Paramedic Business administration Management
81 Mitie group	https://www.mitie.com/mitie-to-kick- start-careers-for-50-technical- apprentices/	Technical services
82 Bauer media	https://baueracademy.co.uk/apprenticeships/	Advertising and media executive Digital marketer Leadership Junior advertising creative Junior content producer Sales executive Journalist
83 The Co-op	https://jobs.coop.co.uk/apprentice- hub-landing	Food retail Logistics Funeral care Support functions Legal
84 Asos	https://www.bestapprenticeships.co m/asos-apprenticeships/	Fashion
85 GXO Logistics	https://www.barnsley.ac.uk/gxo- launches-academy-with-barnsley- college/#:~:text=GXO%20provides%2 0students%20with%20a,academic%20 training%20of%20the%20apprentices.	Warehousing and logistics HR Admin Finance Facilities

Name	Contact	information
86 Fortem	https://www.fortem.co.uk/apprentice	Trade apprenticeships Business Management
87 B&Q	https://www.bandqcareers.com/what-we-offer	Customer services Retail Team Leader Warehouse operative Property Management Business admin Project management
88 Mc Donald's	https://people.mcdonalds.co.uk/op portunities/early- careers/apprenticeships	Hospitality Management
89 EE Smith Contracts	https://www.eesmith.co.uk/apprent ices/	Design Manufacture Trades
90 Durham County Council	https://www.durham.gov.uk/appre nticeships	Accounting Business Civil engineering Technical Support
91 BP	https://www.bp.com/en/global/cor porate/careers/students-and- graduates/locations/united- kingdom/apprenticeships.html	Software development HR Trading and shipping Finance
92 RS Components	https://naw.rscomponentscareers.c om/	Digital and Technology Business and finance Engineering and Science Digital marketing
93 SE Trains LTD	https://www.southeasternrailway.c o.uk/about-us/careers-at- southeastern/roles	Train movements Engineering
94 NG Bailey	https://www.ngbailey.com/working- with-us/apprenticeships	Project engineer Design, building services Electrotechnical Estimating, building services Industrial heating and plumbing Quantity surveying
95 County Durham & Darlington Fire & Rescue	https://www.ddfire.gov.uk/do-you- want-career-difference	Fire fighters
96 Action for children	https://careers.actionforchildren.or g.uk/workinghere/	Social care
97 Jaguar Land Rover	https://www.jaguarlandrovercareer s.com/content/Apprentices/	Manufacturing Engineering Software engineering Network engineering Data analytics Cyber security Supply chain and logistics Finance

