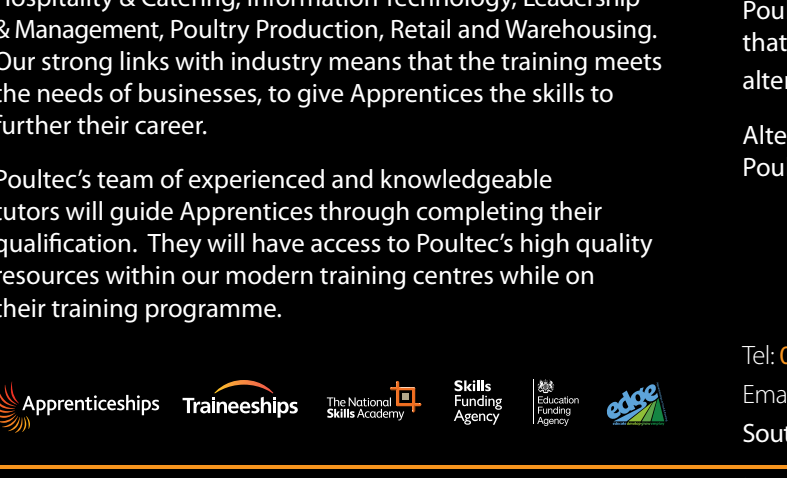




How is an
Apprentice
trained?



Does an
Apprentice
need to find
an employer?



They want to do
an Apprenticeship
but I don't know
the facts!

Apprenticeships are designed with the help of the employers in the industry, so they offer a structured programme that takes Apprentices through the skills they need to do a job well and progress further in the industry.

While the Apprentice learns skills in the workplace, they also receive training from a training provider such as Poultec Training Limited. Training is delivered both in the workplace by the provider and in workshops off-site.

Poultec Training Limited is a private training provider. We specialise in delivering Apprenticeships in Business & Administration, Butchery, Contact Centre, Customer Service, Engineering, Food Manufacturing, Hair & Beauty, Hospitality & Catering, Information Technology, Leadership & Management, Poultry Production, Retail and Warehousing. Our strong links with industry means that the training meets the needs of businesses, to give Apprentices the skills to further their career.

Poultec's team of experienced and knowledgeable tutors will guide Apprentices through completing their qualification. They will have access to Poultec's high quality resources within our modern training centres while on their training programme.

A key requirement for an Apprenticeship is that you have an employer. Employers are increasingly employing Apprentices in their business and advertise for Apprentices on our website (www.poultec.co.uk) or on the National Apprenticeship Service's website (apprenticeshipvacancymatchingservice.lsc.gov.uk). Apprentices can also approach businesses themselves to see if they would be interested in recruiting an Apprentice.

Poultec can help find an employer for an Apprentice. Contact Poultec Training via e-mail enquiries@poultec.co.uk or phone 01362 850983.

More information

Poultec's website has information on the Apprenticeships that they deliver, along with Apprentice vacancies and alternative guides to download – go to www.poultec.co.uk

Alternatively if you would like to speak to someone, call Poultec on 01362 850983.



What are Apprenticeships?



Can an Apprentice earn while they learn?



Are there many levels of Apprenticeships?

Apprentices are employed and therefore earn a wage and work alongside experienced staff to gain job-specific skills. Apprentices will also receive training from a training provider such as Poultec Training to work towards nationally recognised qualifications. Anyone living in England, over 16 and not in full-time education can apply to become an Apprentice.

Most of our Apprenticeships take between 12 and 18 months to complete although some take longer. The minimum salary is £2.73* per hour; however, many Apprentices earn significantly more.

The key benefits of Apprenticeships:

- *Earn a salary*
- *Receive training*
- *Gain qualifications*
- *Learn job-specific skills*

Apprentices learn on the job, building up knowledge and skills, gaining qualifications and earning money all at the same time.

Apprentices work towards a work-based qualification such as an NVQ, Certificate or Diploma.

Apprentices do real jobs for real employers, getting paid while they learn.

There are three levels of Apprenticeship available:

Intermediate Level Apprenticeships

Apprentices work towards work-based learning qualifications such as a Level 2 Competence Qualification, Functional Skills and, in most cases, a relevant knowledge-based qualification.

Advanced Level Apprenticeships

Apprentices work towards work-based learning such as a Level 3 Competence Qualification, Functional Skills and, in most cases, a relevant knowledge based qualification.

Higher Apprenticeships

Apprentices work towards work-based learning qualifications such as a Level 4 Competence Qualification, Functional Skills and, in some cases, a knowledge-based qualification such as a Foundation Degree.

*Correct as of October 2014