

*Are you 16-24?
Looking for Work?
Would you like
to earn while
you learn?*

We can help you

enable

unlock your potential

rtt | Apprenticeships



includes Parents Guide

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ARE YOU 16-24 AND LOOKING FOR WORK?

An Apprenticeship is a great way of starting your career.....

RTT Group work with local employers who are recruiting for apprentices and you could be the ideal candidate – We'll find the role that's right for you and support you throughout your qualification, so you'll be earning a real wage, and developing your own skills and knowledge at the same time.

What do we do for you?

- Assist you with CV and application form submissions
- Conduct mock interviews and techniques to help you get that job
- Provide you with constructive feedback to help you develop
- Compile a candidate profile on you for employers to see
 - Arrange all interviews on your behalf
 - Provide you with as much guidance as possible so that you are successful at interview
- Give you ongoing support and guidance throughout the process

Benefits of doing an Apprenticeship

Earning a salary

Learning, gaining experience, and completing valuable nationally recognised qualifications on the job

Being treated as an adult, getting a view of the real world of work and careers

All Apprenticeships are government funded so there are no associated debts unlike colleges and universities

Apprenticeships train you in the skills employers want, they give you choices in your career

Apprenticeships focus on career qualifications, but will also help you get into other further education courses should you choose to

As an apprentice, you'll be entitled to annual holidays and other benefits just like any other employee

You'll receive training and mentoring from your assigned assessor

Business Admin

By taking up a Business Administration Apprenticeship you will play an important support role within a business and you will be a big part of making the business run smoothly. Roles relevant to Business Administration are Receptionists, Office Clerks, IT Administrators and many more.

Potential Future Earnings

*£10,000-£18,000+
depending on job
and hours worked*

Customer Service

This Apprenticeship teaches you the skills to provide excellent customer service which can be applied to every job throughout your life. You could be placed in a Customer Service Apprenticeship in almost any business sector. Duties will vary between sectors, but the most important role is to make sure customers are dealt with in a professional, positive and pleasant way.

Potential Future Earnings

*£10,000-£15,000+
depending on job
and hours worked*

Team Leading

Good Team Leaders are essential to the success of any business. Team Leading can be applied across a wide range of sectors and job roles. Roles relevant to Team Leading are Shift Leaders, Team Leaders, Supervisors and many more. Being a Team Leader means you can manage your own work load, lead and work efficiently with others.

Potential Future Earnings

*£12,000+
depending on job
and hours worked*

Warehousing

There's more to this Apprenticeship than just lifting and moving things around! As an apprentice, you might learn skills in operating specialist machinery, or in keeping goods at regulated temperatures. You could be managing and auditing stock and inventory, dispatch of goods, or even maintaining the safety of hazardous goods and materials.

Potential Future Earnings

*£12,000-£15,000+
depending on job
and hours worked*

Childcare

This Apprenticeship is ideal for someone wishing to pursue a career working with children and their families. You could be working in a variety of places from creches and playgroups, to nurseries and day care centres. Responsibilities will include looking after the welfare of children, ensuring they are safe, well cared for, kept active, and developing valuable practical and social skills.

Potential Future Earnings

*£10,000-£18,000+
depending on job
and hours worked*

Sales

The Sales profession is one of the fastest growing professional groups in the UK. In today's global economy, these professions perform a hugely influential role in many of the UK's leading organisations. As an apprentice, you could find yourself working in a range of sectors. You could be, for example, a sales advisor in a retail environment, or a membership advisor at a health and fitness club.

Potential Future Earnings

*£11,000-£15,000+
depending on job
and hours worked*

Retail

This Apprenticeship will enable you to acquire skills that can be used within the Retail industry. Roles relevant to the Retail Apprenticeship are Sales Assistants, Stockroom Assistant, Beauty Consultant and many more.

Potential Future Earnings

*£11,000-£15,000+
depending on job
and hours worked*

A PARENTS GUIDE TO APPRENTICESHIPS

Overleaf you'll find some useful info in helping your child make the decision as to whether an Apprenticeship is the right choice for them...

- How is learning done through an Apprenticeship?
- What are the advantages of an Apprenticeship?
- How do Apprenticeships Compare?
- Employers Value Apprenticeships

How is learning done through an Apprenticeship?

An Apprenticeship is essentially a set of qualifications called a 'framework' developed by Sector Skills Councils. Our Apprenticeship frameworks follow a standard format that comprises:

- A National Vocational Qualification (Level 2 for Apprenticeships, Level 3 for Advanced Apprenticeships).

- Application of number Key Skills (Mathematics)

- Communication Key Skills (English)

- A Technical Certificate

We provide the knowledge and develop skills while the employer provides the practical experience to put those skills to the test. Training is all done in the workplace.

How do they apply?

Applicants are advised to apply through our website www.rtt-group.co.uk. They can click on the Apprenticeships tab on the home page and then on Apprenticeship Job Vacancies where they will be given a selection of different frameworks to choose from. They will then be able to search by their home postcode and distance they are willing to travel to bring up suitable vacancies for themselves.

What are the advantages of an Apprenticeship?

Getting qualified while on the job can also mean:

Working better and more effectively

Getting set up to move into new and better jobs

Getting better pay

Getting to experience new and different challenges

Existing skills and knowledge are recognised and can help to gain a qualification faster

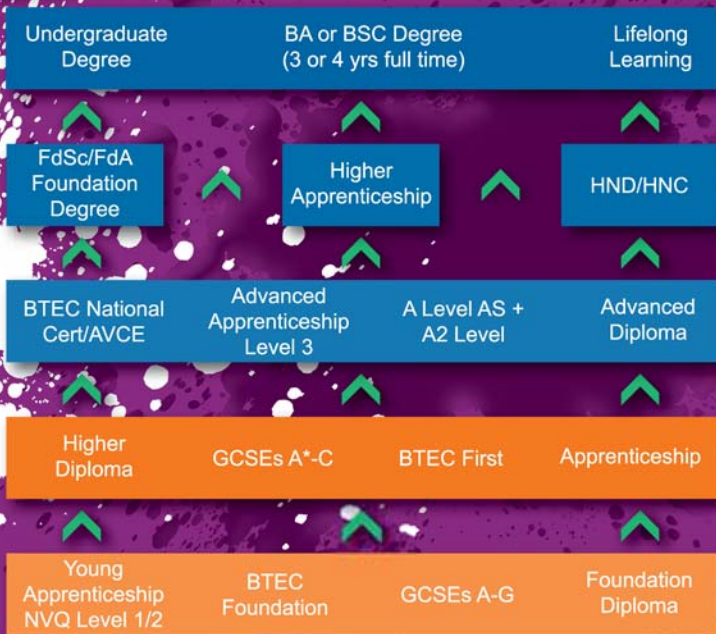
Learning at a pace to suit and getting support from our vacancy matching team whenever required

Better job security

Gaining skills and knowledge which can be used across a range of jobs and industries

How do Apprenticeships Compare?

Where is your child on their career path? Use this diagram to see where they are now, and the steps they can take after completing their Apprenticeship.



Employers Value Apprenticeships

77%

of employers believe Apprenticeships make them more competitive

59%

report that training apprentices is more cost effective than hiring skilled staff, with 59% believing that Apprenticeships lead to lower overall training costs and 53% feeling that they reduce recruitment costs

80%

feel that Apprenticeships reduce staff turnover

57%

report a high proportion of their apprentices going on to management positions within the company

83%

of employers rely on their Apprenticeship programme to provide the skilled workers that they need for the future

77%

of respondents expect Apprenticeships to play a bigger part in their recruitment policy in the future

67%

believe that their Apprenticeship programme helps them fill vacancies more quickly



Apprenticeships



rtt|Group

enable

unlock your potential

If you'd like to find out more, or you're interested in an Apprenticeship position, apply online or give us a call today!



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