KIRKLEES COLLEGE IS ONE OF THE LEADING APPRENTICESHIP PROVIDERS IN THE UK.

EACH YEAR WE TRAIN OVER 1,000 APPRENTICES IN 30 OCCUPATIONAL AREAS.

OUR APPRENTICES ARE EMPLOYED AT OVER 1,000 COMPANIES THROUGHOUT WEST YORVKSHIRE.
**APPRENTICESHIPS AT KIRKLEES COLLEGE**

An apprenticeship is an ideal way to gain a qualification whilst working to learn the skills needed for your chosen career. Both now and in the future, apprenticeships will provide the next generation of workforce and many business benefits.

Kirklees College offers the widest range of apprenticeships in Calderdale and Kirklees and train over 1,000 apprentices each year. The college also works closely with hundreds of employers to make sure the skills you learn are suited to the employer’s needs.

With opportunities in sectors from Construction and Engineering to Hair and Beauty and Hospitality and Catering, this handy guide will give you all the information you need to help you decide whether an apprenticeship is the right choice for you.

**WHAT IS AN APPRENTICESHIP?**

An apprenticeship is a real job that combines practical training with study. You will work alongside experienced staff, gain job specific skills and earn a wage. Apprenticeships can take from one to five years depending on what you choose and are open to anyone living in England over the age of 16.

**WHY CHOOSE THE APPRENTICESHIP ROUTE?**

- Learn while you earn
- Provides you with a solid grounding in your chosen career
- Gain experience in a real working environment
- Trained by industry professionals in the skills that employers demand
- Paid holiday
- Marked salary increase when you receive your qualification
APPRENTICESHIPS AND LEVELS

There are various levels of apprenticeship you can apply for depending on your current skills and qualifications.

Apprenticeships have equivalent educational levels:

<table>
<thead>
<tr>
<th>Level</th>
<th>Equivalent Level</th>
<th>Qualification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intermediate</td>
<td>Level 2</td>
<td>5 GCSE passes grades 9-4</td>
</tr>
<tr>
<td>Advanced</td>
<td>Level 3</td>
<td>2 A level passes</td>
</tr>
<tr>
<td>Higher</td>
<td>Levels 4/5</td>
<td>HNC or Foundation Degree</td>
</tr>
<tr>
<td>Degree</td>
<td>Levels 6/7</td>
<td>Bachelor’s or Master’s Degree</td>
</tr>
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SALARIES

There are different rates of pay for apprentices depending on your age and what year of your apprenticeship you’re in. The current Apprenticeship Minimum Wage is £4.30 per hour from April 2021. Some employers pay more so please check the details of any vacancy you apply for. All apprentices are paid by the employers for time spent at both work and college.

ENTRY REQUIREMENTS

There are different entry requirements depending on the apprenticeship you want to apply for. Visit our website https://www.kirkleescollege.ac.uk/apprenticeships/ and look at the featured vacancies to check what qualifications you require.
WHERE CAN I FIND APPRENTICESHIP VACANCIES?

- Kirklees College website - www.kirkleescollege.ac.uk/apprenticeships
- Government apprenticeship website - www.findapprenticeship.service.gov.uk
- C&K Careers Recruitline - https://ckcareersonline.org.uk
- Local press job adverts
- Send your CV to local companies
- Speak to family and friends about opportunities they may know of

EMPLOYERS WE WORK WITH

- Myers Group
- Microsoft
- Huddersfield Town
- Whitworths
- Coca-Cola
- University of Huddersfield
  Inspiring global professionals
- Ho-vis
- Kirklees Council
- Fox's
  Lovingly Baked since 1853

www.kirkleescollege.ac.uk/apprenticeships
HOW DO I CHOOSE MY APPRENTICESHIP?

When looking for an apprenticeship, you should make sure that you are able to get to your place of work, as you will spend a significant amount of time training at your workplace. If you do not drive, make sure you check public transport links. The apprenticeship programme you choose will determine how often you come to college, which can range from one day per week up to a 30-week block period.

SUPPORT WITH YOUR CV

Make sure you have a good CV when you apply.

Places you can get information about how to create or improve your CV include:

- Contact our Apprenticeship Recruitment Team by emailing – apprenticeships@kirkleescollege.ac.uk
- Kirklees College website online Careers Coach – http://kirklees.emsicareercoach.co.uk/
- National Careers Service – https://nationalcareers.service.gov.uk/careers-advice/cv-sections
- C&K Careers – visit http://ckcareersonline.org.uk or call 01484 225500 and ask for the Info Line
APPRENTICESHIPS WE OFFER:

Art and Design
• Junior Content Producer

Business and Enterprise
• Accountancy
• Business Administration
• Customer Service Practitioner
• Customer Service Specialist
• Human Resources Practitioner
• Team Leader/Supervisor
• Operations & Departmental Manager
• Recruitment Resource

Computing and ICT
• Infrastructure Technician
• Digital Marketer
• Cyber Security Technologist

Engineering
• Fabrication and Welding
• Engineering Technician (Toolmaker and Tool Die Maintenance)
• Engineering Technician (Product Design and Development)
• Engineering Technician (Mechatronics Maintenance)
• Engineering Technician Machinist – Advanced Manufacturing
• Engineering Technician (Technical Support)
• Engineering Fitter

Hospitality and Catering
• Commis Chef
• Chef de Partie
• Hospitality Team Member

Motor Vehicle
• Auto-care Technician
• Light Vehicle Service and Maintenance Technician
• Heavy Vehicle Service and Maintenance Technician

Process Manufacturing
• Food and Drink Engineering Maintenance
• Supply Chain and Warehouse Operative
• Supply Chain Practitioner
• Engineering Operator

Science
• Laboratory Technician
• Science Industry Maintenance Technician

Construction
• Bricklaying
• Plastering
• Architectural Joinery
• Site Carpentry
• Site Joinery
• Maintenance Operative
• Electrical Installation

Hair and Beauty
• Hair Professional (Barbering)
• Hair Professional (Hairdressing)

MORE APPRENTICESHIPS ARE BEING DEVELOPED ALL THE TIME
See www.kirkleescollege.ac.uk for the latest offer.
If you know the employment area you want to complete an apprenticeship in (e.g. plumbing) then you can apply direct using our online application, or using Get Into if you attend a Kirklees school.

The college will then invite you for an interview to discuss the apprenticeship and help you find a suitable role. When you are matched with an employer, you are then invited to an interview with the company.

**APPLOY FOR AN APPRENTICESHIP THROUGH COLLEGE**

Look on our website for the latest vacancies: [www.kirkleescollege.ac.uk/apprenticeships](http://www.kirkleescollege.ac.uk/apprenticeships)

If you find one you are interested in, you can apply for that job by following the link on the website.

You will come to college for an interview and if successful you will have an interview with the company.

When you apply for an apprenticeship with us, where possible you will have the offer of a place on a full-time course as a backup. If you do not find an employer before enrolment, you can start on the full-time course.

**APPLYING IN OTHER WAYS**

You can look and apply for vacancies through the local press, at the national apprenticeship service website [www.findapprenticeship.service.gov.uk/apprenticeship](http://www.findapprenticeship.service.gov.uk/apprenticeship) or send your CV directly to local companies.
STUDENT CASE STUDIES

TYLER ROBERTS,
MOTOR VEHICLE APPRENTICE AT ARROW SELF-DRIVE

“I’ve always had a passion for fixing, repairing and modifying cars. An apprenticeship has allowed me to fast-track into the job I want to do and I get to learn while I earn. I chose to study at Kirklees College because it’s more flexible and laid back compared to a school environment. The tutors are supportive and help you to achieve your goals in life.”

HOLLY BINTCLIFFE,
DIGITAL MARKETING APPRENTICE AT MYERS

“From my first introduction to Kirklees College to three years later, I have been supported throughout my apprenticeship. I completed level 2 Marketing then progressed and completed level 3 Digital Marketing and Social Media which I have been able to implement greatly in the workplace.”

WILLIAM DAVIES,
MECHANICAL ENGINEERING APPRENTICE AT TRILLIUM FLOW TECHNOLOGIES

“I’ve always been a hands-on person and Engineering has allowed me to pursue a career suited to my skill set. At work I am very multi-skilled and can complete lots of different tasks in a day, from building to testing and actuating. The facilities available at the college are outstanding and all of the tutors are really supportive and easy to get along with.”
“One of the reasons why I love college is because it is welcoming to people of any age or race. It is also a very friendly environment which enables us to learn and develop new skills.”

IQRA

“The sense of community is strong and all the staff are thoroughly supportive.”

HUSSAIN

“I love college because of its focus on practical learning through its wide range of courses and facilities available.”

AMY

“What I love most about college is how supportive my progress and development tutors have been throughout the past two years and even more so during lockdown!”

AMARAH
EMPLOYER CASE STUDIES

JOSH MORTIMER,
UK TRAINING AND DEVELOPMENT MANAGER AT TRILLIUM FLOW TECHNOLOGIES

“As an employer, we certainly reap the rewards of the apprenticeship scheme by developing our team from within to move the business in the right direction. I can definitely see the value in training apprentices as they are able to expand their skills and experience to become a real asset to the business.”

CHRIS BRIAN,
AREA WORKSHOP MANAGER AT ARROW SELF DRIVE

“We have a long-standing working relationship with Kirklees College and they have been supportive through each stage of the process, from choosing the apprentice through to training them to a high standard so they are well equipped to work in the industry. Over the years, the college has consistently provided us with high-quality apprentices, which in turn has allowed us to keep delivering the best possible service to our customers.”

Would your business be interested in taking an apprentice?

Contact the employer team for more information:

employers@kirkleescollege.ac.uk
0800 781 3020
THE ROLE OF THE ASSESSOR

WHAT DOES AN ASSESSOR DO?
The role of an Assessor is to support you with your personal and professional development. They work closely with you to help you settle into the workplace and liaise with your employer to monitor your progress and identify areas for improvement.

WHAT WILL MY ASSESSOR HELP ME DO?
Your Assessor will monitor and review you in the workplace. They will also work to support you if you need any further support in your personal or work life. They act as a go-between for the college and employer to make sure your apprenticeship runs smoothly.

HOW WILL MY ASSESSOR KEEP IN TOUCH WITH MY EMPLOYER?
Your Assessor will use email, text, phone calls, face to face meetings and complete progress reviews with you and your employer every 8-10 weeks.

WHAT DO APPRENTICES DO IN COLLEGE?
On your apprenticeship, your time will be split between practical and theory-based learning. In the practical sessions, you will learn the relevant skills that you will need in the workplace. Theory work is completed in the classroom to help you build a solid working knowledge of your sector that will enable you to complete your End Point Assessment. You will also complete English and maths qualifications if necessary.
WHAT’S THE DIFFERENCE?
Both methods of study are valued by employers. Apprenticeships are valued for their practical and real-life work experience opportunities that will be available to you from the start. At university, you will study your chosen subject full-time with some work experience opportunities depending on your course.

IF I DO AN APPRENTICESHIP CAN I STILL STUDY TO DEGREE LEVEL?
Yes, you can study for a degree apprenticeship and many apprentices progress to higher education with the support of their employer.

ARE APPRENTICESHIPS THE ‘EASY’ OPTION?
By no means are apprenticeships the easier way out. Apprenticeships can be highly competitive and employers are looking for motivated young people who will be prepared to work hard. Many employers are looking to recruit high achieving school leavers who want to go straight into the workplace.

WHICH ROUTE IS QUICKER?
Depending on what you choose to study, an apprenticeship could take less time to complete than a degree level course. Working in the industry, you will be developing your knowledge and practical skills whilst on the job rather than just learning the theory elements.
ARE APPRENTICESHIPS CHEAPER?

Apprenticeships are the best option in terms of finances as the government and your employer will fund your training. On an apprenticeship you will learn while you earn, whereas studying for a degree could cost £9,000 per year in tuition fees.

WILL I EARN MORE MONEY IF I GO TO UNIVERSITY?

Going to university will mean that you will have to wait until after you have graduated to start earning a full-time wage. As an apprentice, you will receive National Minimum Wage whilst training, with some employers offering more.

HOW CAN I DECIDE WHICH IS BEST FOR ME?

More organisations than ever are offering apprenticeships as employers recognise their value as a viable alternative to a degree. It’s a difficult choice to make and one option isn’t necessarily better than the other. Consider what qualifications you already have, what your interests are, your finances and career goals. Do some research, attend open days and ask questions to find out what is right for you.

*Source: Which?*
Want to learn more about apprenticeships?
We’re hosting Virtual Open Days in January, March, June/July 2021 where you can take a virtual tour, talk to our tutors and find out more about what we have to offer at Kirklees College.

Visit https://www.kirkleescollege.ac.uk/virtual-open-days for more information.

**APPRENTICESHIP EVENTS**

**KIRKLEES APPRENTICESHIP EVENT**

**Wednesday 5 February, 5.30 - 8.30pm**

At this event, you will be able to chat to over 40 employers, colleges and training providers and find out about current vacancies with employers. You’ll also have the opportunity to get advice on your career options from C&K Careers Advisers.

**VIRTUAL OPEN DAYS**

Open Days are taking place in:

- **January 2021**
- **March 2021**
- **June/July 2021**

**Check out the virtual tours and live webinars**

Find full details and book a place online

www.kirkleescollege.ac.uk

info@kirkleescollege.ac.uk • 01484 437070 • www.kirkleescollege.ac.uk