

BENEFITS OF BEING AN APPRENTICE...

1. EARN WHILE YOU LEARN WITH NO DEBT FROM HIGHER EDUCATION
2. A REAL JOB
3. A REAL QUALIFICATION
4. A REAL FUTURE
5. TRAIN IN THE SKILLS EMPLOYERS WANT
6. INCREASED FUTURE EARNING POTENTIAL



WHY BECOME AN APPRENTICE?

An Apprenticeship is a real job with training so you can earn while you learn and pick up recognised qualifications as you go.

They take between one and four years to complete and cover over 1500 job roles in a wide range of industries, from things like engineering to financial advice, veterinary nursing to accountancy.

89% apprentices reported they are happy with their apprenticeship and **92%** improved their career prospects

WHAT NEXT?

An Apprenticeship not only trains you in the skills employers want, it also opens up further career and learning options. You can carry on working, do more advanced training or even go on to degree level.

There are 3 levels of Apprenticeships you can apply for, depending on your current skills and qualifications:

- Intermediate Level Apprenticeship (level 2)
- Advanced Level Apprenticeship (level 3)
- Higher Apprenticeship (level 4 or above up to degree level 7)

With an advanced level Apprenticeship you can, on average, earn over £150,000 more than those without, over the course of their career.

FIND OUT MORE...

WORCSAPPRENTICESHIPS.ORG.UK
INFO@WORCSAPPRENTICESHIPS.ORG.UK
0300 666 3 666

@WORCSAPPRENTICE
 /WORCSAPPRENTICESHIPS



PIPPA'S STORY



Apprentice of the Year winner 2016 and Best in Engineering winner 2017

I took the usual route because I didn't know what I wanted to do - GCSE's then A Levels. I knew I didn't want to go to Uni and definitely didn't want all the debt.

I decided to see what apprenticeships were about and found engineering really appealed to me so 3 years later here I am with a great job as a project engineer, a BTEC Level 3, a Foundation Degree and the opportunity to do a full degree.

Anyone can do an apprenticeship, whether you actually enjoy studying or not. It is important to think of an apprenticeship as a stepping stone to help push you forward.

MAKE YOUR FUTURE
WITH WORCESTERSHIRE APPRENTICESHIPS



YOUR GUIDE TO APPLYING FOR APPRENTICESHIPS
START YOUR JOURNEY HERE

1

SEARCH FOR VACANCIES

To search for Worcestershire vacancies go to **worcsapprenticeships.org.uk** and click on the apprentices box on the homepage, this will allow you to view all current vacancies in Worcestershire.

You can search for your ideal job in a number of different ways including using job title, location, programme level and industry sector.

TOP TIP

If you are unsure on which apprenticeship to consider, why not search your home town in the location box and find all the ones that are in your area.

2

FOUND A VACANCY?

Once you have found the job you want applying is easy, click apply on line now and this moves you through to the Find an Apprenticeship service. **www.findapprenticeship.service.gov.uk/apprenticeshipsearch**

The application form is simple, secure and reusable, so you can respond to vacancies and save your application forms. You can view the status of your applications and manage them online.

TOP TIP

First impressions count, use the spell checker and get someone to check your application. For more hints and tips see **worcsapprenticeships.org.uk**

3

REGISTER YOUR DETAILS

It's free to register, you only need to register once when applying for your first vacancy.

Once you have created your account you will be able to

- apply for an apprenticeship or traineeship
- track your apprenticeship applications
- receive alerts about new apprenticeships

TOP TIP

Make sure your email address is a professional one as it will be seen by potential employers

4

LOG IN REMINDER

Email:

Password:

Once you have set up your account you can log in anytime from the log in button at **www.findapprenticeship.service.gov.uk/signin**

TOP TIP

Make sure you regularly log in to check your applications and alerts

5

ACCOUNT ACTIVATION

Before you can get started, you must activate your account.

When you register for the first time, you'll receive an email through to your registered email address. You must activate your account by clicking on the link in the confirmation email. You need to do this within 30 days of receiving your activation code.

Log in to your account by using the email address and password you used to set up the account.

TOP TIP

The activation email will usually appear in your inbox but it may be diverted to your spam folder - so you should check this too.

6

GOT AN INTERVIEW?

Before the interview...

- Know where you are going and how to get there
- Decide what to wear (smart clothes)
- Research the job and company
- Practice interview questions
- Decide on questions to ask.

At the interview...

- Be on time!
- Smile and be enthusiastic
- Don't use slang or swear words
- Answer questions clearly and concisely.

TOP TIP

Be prepared.
Get feedback after the interview.