



BE APPRENTICESHIP READY

What do you need to know?

Understanding Apprenticeships:



This short film includes all the essential information you need on apprenticeships. Follow the link to view: <https://amazingapprenticeships.com/resource/the-apprenticeship-assembly-film/>



Is an apprenticeship right for me?

- Am I ready to be financially independent?
- Am I concerned about student debt?
- Do I want to get on the employment ladder as soon as possible?
- Do I understand the role?
- Does the role align with my interests and passions?
- Does the role develop the skills I am interested in?
- Am I ready for responsibility?
- Do I understand the company work ethic and culture?
- Where will I live?
- What is my commute?
- Do my short term goals fit around a full time job?
- Should I consider a gap year?
- What are my long term career goals?



Do I have what it takes to be an apprentice?

- Am I organised?
- Am I resilient?
- Am I proactive?
- Am I ready to work full time?
- Am I ready for less flexibility?
- Am I well prepared for the application process?

Apprenticeships are not the easy option



How can I find the answers?

- Research the role – day to day, responsibilities, professional progression, pay ladder, learn/earn ratio
- Research the company
- Reach out to Early Careers teams
- Connect with employees on LinkedIn
- Connect with current and past apprentices on LinkedIn
- Use your network
- Budget your living and travel expenses



What are employers looking for?

Flexibility and adaptability

Tact and diplomacy

The ability to work under pressure and to tight deadlines

The ability to be proactive and work on your own initiative

Honesty and reliability

Attention to detail

Discretion / understanding of confidentiality issues

Remain calm under pressure and to think quickly in a crisis

Adapt quickly to change



Finding an apprenticeship – where do I start?

To kick start your research, can consider your answers to the following. The more you have, the easier you will find it to narrow down your options:

- Standard?
 - Level?
- Additional qualifications?
 - Industry Sector?
 - Company?
 - Location?
 - Salary scale?
 - Start date?



Using the Apprenticeship Listing

Higher and Degree Vacancy
Listing for 2023/24 Recruitment



Created October 2023

Visit [apprenticeships.gov.uk](https://www.apprenticeships.gov.uk)

Published in October and January, these documents reflect live government apprenticeship listing information.

Unlike university courses, apprenticeships are not published in advance and only become available to view when applications go live

Therefore, these documents offer some perspective on what might be available to students who should use the information to plan ahead, contact companies they hope to apply to and register directly for alerts.

This year's documents are available on the school Careers Website via the links below:

[Higher and Degree Vacancy Listing for 2023/24 Recruitment \(gordons.school\)](#)

[Microsoft PowerPoint - Higher and Degree Vacancy Listing for January 2024 \(gordons.school\)](#)



Using the Apprenticeship Listing

Higher and Degree Vacancy Listing for 2023/2024

Employer	Role	Level	Location(s)	Starting Salary	Applications		Start Date	Link to application details
					Open	Close		
Allen & Overy	Solicitor Apprentice	7	London	£25,000 plus £1,500 bonus	Open now	February 2024	September 2024	https://tinyurl.com/4n94s6ms
Amazon UK	Automation Apprentice	6	Nationwide	£28,000 - £31,000	Open now	March 2024	September 2024	https://tinyurl.com/2nwkmche
Amazon UK	Business Analyst	4	London	£32,552	Open now	March 2024	July 2024	https://tinyurl.com/2nwkmche
Amazon UK	Buying and Merchandising Apprentice	4	London	£32,552	Open now	March 2024	July 2024	https://tinyurl.com/2nwkmche
Amazon UK	Buying and Merchandising Apprentice	4	Manchester	£29,744	Open now	March 2024	July 2024	https://tinyurl.com/2nwkmche
Amazon UK	Chartered Management Degree Apprentice	6	Nationwide	£28,000 - £31,000	Open now	March 2024	September 2024	https://tinyurl.com/2nwkmche
Amazon UK	Controls Specialist Degree Apprenticeship	6	Nationwide	£27,000	Open now	March 2024	September 2024	https://tinyurl.com/2nwkmche
Amazon UK	Corporate Responsibility and Sustainability Apprentice	4	London	£32,552	Open now	March 2024	July 2024	https://tinyurl.com/2nwkmche
Amazon UK	Cyber Security Apprentice	6	London	£32,552	Open now	March 2024	September 2024	https://tinyurl.com/2nwkmche
Amazon UK	Cyber Security Apprentice	6	Edinburgh	£29,744	Open now	March 2024	September 2024	https://tinyurl.com/2nwkmche
Amazon UK	Data Analyst Apprentice	6	Bristol, Cambridge, London	£32,552	Open now	March 2024	September 2024	https://tinyurl.com/2nwkmche
Amazon UK	Dev Ops	4	London	£32,552	Open now	March 2024	July 2024	https://tinyurl.com/2nwkmche
Amazon UK	Finance Apprentice	7	Manchester	£29,744	Open now	March 2024	September 2024	https://tinyurl.com/2nwkmche

Remember that apprenticeship listings online are live and only reflect what is available on any given day. Use last year's listing to understand what could be available for 2025 entry and easily review key information including location and salary scales.



Finding an apprenticeship – Next steps?

[Find an apprenticeship - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

Use the Government 'Find an Apprenticeship' website to search for jobs.

It's free and easy to use.

Create an account to speed up the application process, personalise alerts and more.

Track applications or save them to complete later.

Set up your account NOW!

Top tips:

Don't use your school email address so you can access the platform after you leave school.

Make sure it is professional and set up a new email account if necessary.

Once you have registered, make sure you sign in using the activation email.

Remember job data is LIVE. New opportunities are listed regularly



Finding an apprenticeship – Next steps?

UNIFROG – [Home - Student - Unifrog](#)

Live data daily synced to the National Apprenticeship Services Vacancy database – providers should list their opportunities via the national database but if you have a specific company you are interested in it is always best to check their website too

Search using multiple filters
Add options you to your shortlist

[How to... use the Apprenticeships tool : Know-how library \(unifrog.org\)](#)

Search Know-how library for additional support on Apprenticeship

Make sure you add the apprenticeships you are applying for to your Unifrog Application list.



Finding an apprenticeship – Next steps?

UCAS – [Apprenticeships | Learn About Apprenticeships And Find The Right One For You \(ucas.com\)](https://www.ucas.com/apprenticeships)

Currently 8308 vacancies across all levels.

Search by **qualification level, industry sector, region.**

Discover more about the employers offering apprenticeships.

UCAS offers specific application advice for some apprenticeship routes including engineering, finance and accounting, legal, business and IT.

Information is live and reflects government apprenticeship listings.

You can apply for a very limited number of degree apprenticeships via UCAS but we advise you do not use this feature on UCAS and apply directly to the company or via the Gov.uk website.



Finding an apprenticeship – Next steps?

Other websites:

- Gordon's School website: [Gordon's School - CAREERS RESOURCES and Bulletins \(gordons.school\)](http://gordons.school)
Review the apprenticeship information in the resources section.
- Amazing Apprenticeships: Amazing Apprenticeships
Advice and guidance on everything related to apprenticeships.
- Rate my Apprenticeship: Find Apprenticeships | RateMyApprenticeship
Find reviews by current apprentices of their apprenticeship schemes.



Finding an apprenticeship – Narrowing down your options

Things to consider when researching apprenticeship vacancies:

- Ensure you are clear on what the role requires from you so you can establish if it would suit you.
- Understand what experience or professional qualifications the apprenticeship will offer and where those qualifications are recognised. Remember the most significant value of an apprenticeship in terms of employability is the experience you build in the workplace.
- Find out about salary and benefits packages including holiday, pension, healthcare, memberships.
- Research the training provider linked to the apprenticeship. Look at reviews and Ofsted ratings.
- Research apprenticeships on the company website – many offer support with the application process including webinars you can attend.
- Consider the benefits of working for a small or large company (see next slide).

Register for alerts with the company you want to apply to.



Small or large company?

Benefits of an apprenticeship with a small employer include:

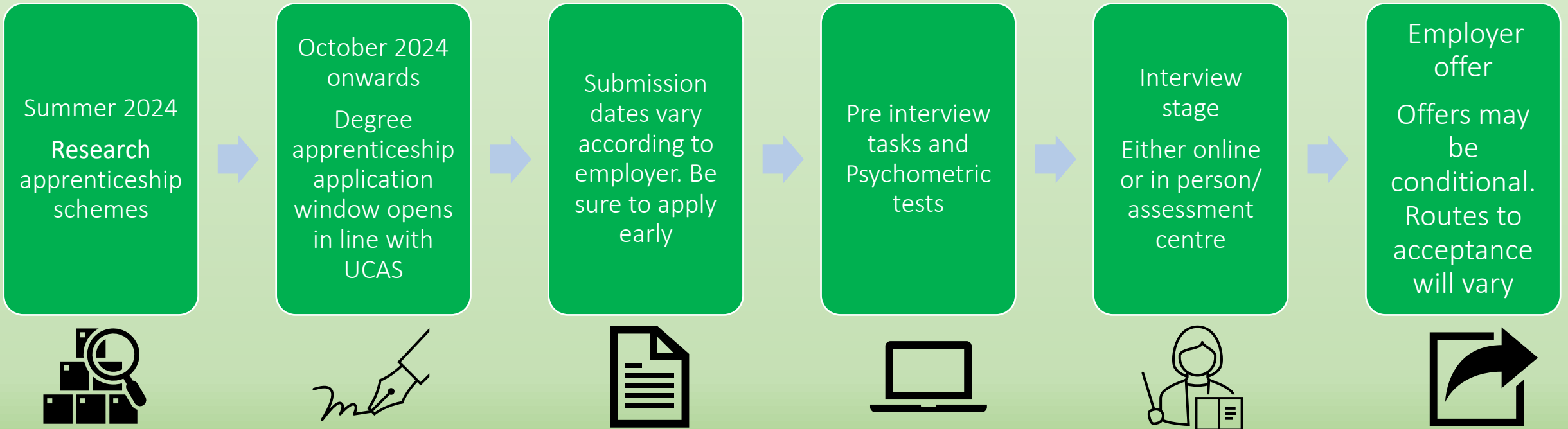
- A more personal and tailored experience
- A smaller team can create stronger working relationships with your colleagues, managers and mentors
- Opportunity to stand out and progress quickly

Benefits of an apprenticeship with a large employer include:

- Greater opportunities to relocate in terms of location nationally or internationally
- Greater flexibility to experience different departments or change course
- Larger cohort of apprentices offering an experience more comparable to university
- Range of career progression opportunities
- A recognised employer can elevate a CV



A reminder of the Apprenticeship Application Process



Remember to check the school Careers website for information and advice on Apprenticeships:
[Gordon's School - Careers Education \(gordons.school\)](https://www.gordons.school)
National Apprenticeships Helpline: 08000 150 400



Overview:

Summer holiday:

- Use the Apprenticeships Listing as your starting point to understand what could be available to you.
- Establish the standards/courses you are most interested in and the companies you would like to work for.
- Research those companies to understand what they are looking for in candidates and their application process.
- **Register for alerts with the companies you want to apply to so as not to miss their application windows. This will also avoid disappointment if companies fail to list their vacancies with the National Apprenticeships Services Vacancy database which is comprehensive but not always complete.**

Autumn Term:

- Use Unifrog to search for live apprenticeship opportunities which are refreshed daily. Be mindful of the opportunities you have researched already.
- Create your shortlist and add to your application list on Unifrog so that the school can support you.
- Remember to apply as soon as possible either directly with the employer or via [Find an apprenticeship - GOV.UK \(www.gov.uk\)](https://www.gov.uk)
- Attend the P7 Apprenticeship Support clinic for help with application and interview process.
- Contact Mrs Kennedy, Head of Careers, for support.



Good luck!

