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Traditionally, there's only been one route when school comes to an end. University. Degree. Career. But things have changed. Our school leaver programme, just like our graduate programme, offers structured career development as well as learning on-the-job, and study towards business qualifications. Like a graduate, you'll get to work with all sorts of companies – helping them measure their performance, improve the way they work and tackle their commercial challenges. So whichever path leads you to us, and we have a few, we'll take your career further. Join PwC. We'll help you realise your potential.

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# INTRODUCTION



### WELCOME TO A SCHOOL LEAVER'S GUIDE TO CAREER OPTIONS 2017

You have never had as many choices as a school leaver as you do now. That's precisely why we've compiled this guide to career options, which features the hotly anticipated Top 70 School Leaver Employers, based on thousands of peer-to-peer reviews written by young people.

RateMyApprenticeship are here to help you discover the best opportunities, which is why this guide is based on the honest feedback of school leavers just like you, who've faced the same difficult decisions.

This guide was produced in collaboration with RateMyApprenticeship.co.uk, a website dedicated to helping you understand your career options, and make informed choices about your future career.

YOUR FUTURE CAREER IS BUT A TURN OF A PAGE AWAY.

# CHOOSE

# APPRENTICESHIPS DEGREE APPRENTICESHIPS

# TRAINEESHIP UNIVERSITY GAP YEAR

# \*RATEMY APPRENTICESHIP

RateMyApprenticeship.co.uk has 10,000 reviews written by people who have taken alternative routes to university, including amazing apprenticeships, school leaver programmes and exciting ways to gain experience on gap years.

So if you know anyone that's on the fence about further education or perhaps just needs a bit of career inspiration visit:

RateMyApprenticeship.co.uk

# CONTENTS

Advice	Programme Overviews & Case Studies	The Top 70 Employers One-page Profiles
Are you applying for a school leaver scheme?	Intermediate Apprenticeship 28 Advanced Apprenticeship 30 Higher Apprenticeship 32 Level 5/6/7 Apprenticeship 34 Degree Apprenticeship 36 School Leaver Programme 38 Sponsored Degree Programme 40 Gap Year Programme 42 Traineeship 44 Work Experience 46 University 48	Accenture         84           Atkins         85           BDO         86           BMW Group         87           Capgemini         88           Deloitte         89           Dstl         90           EDF Energy         91           Fidelity International         92           Fujitsu         93           GSK         94           Leonardo         95           M&G Investments         96           Mazars         97
What to do in an assessment centre	THE TOP 70 EMPLOYERS 2017 50  The Top 70 Employers Two-page Profiles	Microsoft         98           Mondelēz International         99           Network Rail         100           Nomura         101           Pinsent Masons         102           RBS         103           Siemens         104
on social media	Aldi       52         Atos       54         CGI       56         The Civil Service       Fast Track Apprenticeship       58         EY       60	Sky       105         Quiz       106         Thank you       108

 Grant Thornton
 62

 Harrods
 64

 IBM
 66

 Laing O'Rourke
 68

 Lloyds Banking Group
 70

 PwC
 72

 Savers
 74

 Stannah Group
 76

 Superdrug
 78

 Unilever
 80

 Virgin Media
 82



# SUE HUSBAND FROM THE NATIONAL APPRENTICESHIP SERVICE TELLS US

# WHY SHE LOVES APPRENTICESHIPS.

It can be hard for young people to decide what to do after they've left school, with so many options available.

Many will have their future mapped out, but many more need advice about the best way forward. This guide is aimed at helping them make the right choice. Apprenticeships are becoming increasingly popular and it's easy to see why.

They offer young people the chance to earn and learn in a real job, gaining the knowledge they need to succeed, in some cases up to degree level. I'm always inspired by the young people I meet – by their commitment, their confidence and their enthusiasm for their apprenticeship. They often tell me choosing an apprenticeship is the best thing they've ever done.

We want all young people to be able to make well informed choices about what's best for them and their future – and for

an increasing number of young people, their route to a great career is through an apprenticeship!

Employers across the country have already supported more than two million apprenticeships over the last parliament and we want to work with employers to offer even more opportunities in the future. To help achieve this, it's vital that young people know what their options are and about the wide range of great apprenticeships on offer.

I believe that hearing about the experience of apprentices and about the organisations that employ them is incredibly valuable for young people. We need the voice of the apprentice to be heard, and this is why we have young apprentice ambassador networks and why we support the efforts made by RateMyApprenticeship to host thousands of honest, peer-to-peer company reviews.

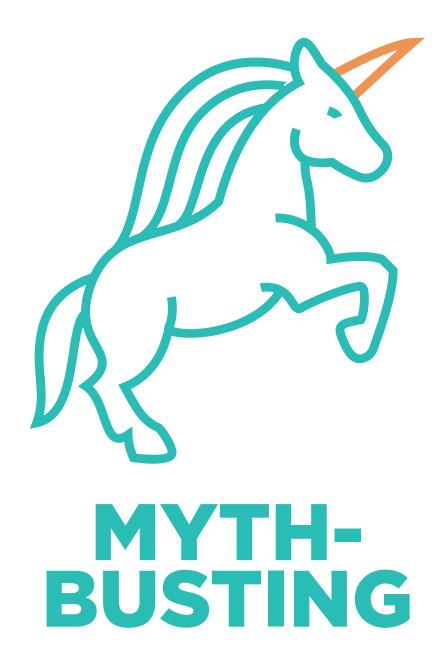
Sue Husband Director, National Apprenticeship Service



# **ARE YOU** APPLYING FOR A SCHOOL LEAVER SCHEME?

Are you applying for a school leaver scheme? The next twenty pages will help you decide which scheme is right for you, and offer tips of how to approach the application for that scheme.

If you're on edge about writing a CV, or preparing for an assessment centre or interview, we've got you covered. So turn the page, and let's begin by busting some myths about the career options that are available to you.



THE TIME HAS COME TO REVEAL SOME OF THE LESSER KNOWN TRUTHS ABOUT CAREER OPTIONS FOR SCHOOL LEAVERS.



### **MYTH**

ALL APPRENTICESHIPS ARE JUST FOR TRADESPEOPLE.

### **TRUTH**

Apprenticeships have been revolutionised in the 21st Century.

### **EXPLANATION**

You can now do apprenticeships in an exciting range of industries, from accounting and finance, to pharmaceuticals and engineering. As apprenticeships have increased in popularity. other programmes like sponsored degrees and degree apprenticeships have developed. If the thought of gaining a qualification and earning a salary while developing professional skills interests you, visit RateMyApprenticeship.co.uk and check out the job vacancies.



### **MYTH**

UNIVERSITY IS THE BEST ROUTE FOR HIGH ACHIEVERS.

### **TRUTH**

There are a huge range of options for school leavers, not all high achievers go to university nowadays.

### **EXPLANATION**

Some school leaver schemes require you to have three A-levels to be considered. The Top 70 School Leaver Employers are hiring university-quality students who want to start a career immediately. Entry requirements range from two Cs to three As at A-level, but they also look out for good GCSEs, aptitude, enthusiasm and commercial awareness.



### **MYTH**

THOSE WHO GO TO UNIVERSITY ARE ALWAYS BETTER OFF THAN THOSE WHO DON'T.

### **TRUTH**

Many school leaver schemes fast-track your career, so you qualify more quickly than a graduate.

### **EXPLANATION**

For careers in many different industries, university isn't always the fastest route in. Some school leaver opportunities will fast-track your career, meaning you'd qualify faster than a graduate. In fact, a study by the Sutton Trust suggests that high-level apprentices can expect to earn more during their careers than most graduates.



### **MYTH**

UNIVERSITY DEGREES ARE NEEDED FOR MOST JOBS.

### **TRUTH**

59% of graduates are in non-graduate level jobs.

### **EXPLANATION**

Not long ago, if you headed to university, you were considered to be at an advantage to those who hadn't. No more. The UK now has more graduates than it has graduate jobs. Inevitably, this leaves many graduates in non-graduate level jobs. For school leavers not going to university, there are programmes that have been designed to train them for highly-skilled professions.

# HOW TO WRITE A GREAT CV

We have put together a simple seven-step guide to writing a great CV. You can use this guide to write a CV for any school leaver scheme. If you follow these steps, you will have a CV that is structured professionally, tailored to the scheme you are applying for, with all the crucial information that employers need. This is your opportunity to stand out from your rival candidates.

## PERSONAL DETAILS

Your name should title your CV, with your home address, phone number and email below it. Do not write Curriculum Vitae as the title (unless your name is Curriculum Vitae).

### 2 PROFILE

Your profile is a short introduction to your CV, and should be no longer than four sentences. Explain who you are, and why you are interested in the scheme you are applying for (perhaps mention your career aspirations).

### **3** KEY SKILLS

Next, put together a list of your key skills, (in bullet-point form). Focus on skills like communication, time-management and teamwork. Look for the skills that employers stress in job vacancies, so your CV is tailored to the role.

# EDUCATION/ QUALIFICATIONS

In the education section, ensure you put your most recent qualifications first.



You can draw attention to any projects you have completed that are relevant to the scheme you're applying for.

# **5**EMPLOYMENT/ WORK EXPERIENCE

If you've had a job, list your key responsibilities and achievements. Were you a team leader at work?

Did you win employee of the month? It's a great way of backing up your key skills. Employers will be impressed if you can link your previous experience and responsibilities with the role you are applying for.

### 6 INTERESTS

Discuss your interests and any extracurricular activities you do. Again, keep it relevant to the scheme you are applying for! Employers go absolutely bananas for relevant extracurricular activities as that demonstrates your responsibilities such as clubs,

sports teams and societies you belong to.

## **7**REFERENCES

Choose references that know you personally, and know you well. Employers will contact you if they want to speak to your references so write 'References are available on request'



# TOP CV TIPS

### KEEP IT TO TWO A4 PAGES

Employers look for CV's that are clear and concise

### ALWAYS CHECK SPELLING AND GRAMMAR

Ask your parents, or teacher to proofread your CV

## DON'T USE COLLOQUIAL LANGUAGE (SLANG)

Present yourself in a professional manner

### **BE HONEST!**

Do not over exaggerate your skills or achievements

# AVOID CV BUZZWORDS LIKE 'CONSCIENTIOUS' + 'DYNAMIC'

Let your skills and achievements do the talking

# YOUR CV SHOULD BE TAILORED TO THE JOB YOU ARE APPLYING FOR

CV's that are generic and non-specific do not succeed



# **COVER LETTER**

Some employers may ask you to submit a cover letter alongside your CV. The letter should outline who you are, and explain why you are sending your CV to the company.

Here is a guide on how to write and structure a cover letter.

### **HOW TO BEGIN**

Rather than beginning with Dear Sir/Madam, find the name of the person who will be reading your letter, for example a person in HR, a manager or senior team member, to make it more personal.

#### **FIRST WORDS**

In the introductory paragraph, you want to specify which position you are applying for, and where you found the vacancy.

### WHY ARE YOU INTERESTED?

In the second paragraph, explain why you are interested in the scheme. Do

some research, and link your interest to the values or vision of the company, and to any recent projects they have undertaken.

### WHAT CAN YOU BRING?

This is your moment to explain why your qualifications and experience make you an ideal candidate. You can also highlight which specific skills you can bring to the role.

### I'D LOVE AN INTERVIEW

In a short paragraph before you finish, thank the reader for considering your application, and highlight your interest and availability for attending an interview

### **FINISH WITH...**

Yours Sincerely, Your name

### **BEFORE YOU SEND**

Re-read the content carefully, and check your spelling and grammar throughout.





3 & 4 MARCH 2017 • NEC, BIRMINGHAM 6 & 7 OCTOBER 2017 • OLYMPIA, LONDON

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# YOUR ESSENTIAL GUIDE TO APPLICATION FORMS

Application forms require time and effort, but they shouldn't frighten you. In fact, an application form is an opportunity. An opportunity to stand out from your rival candidates, and shout 'I am the best person for this job'. Here is our essential guide to application forms.

## RESEARCH AND PREPARATION

Application forms ask you about your experience and why you're a good fit for the company. You should research the company values and vision, and what it looks for in its employees. This will give you an idea about what skills and experience you need to focus on, so that you can tailor the application form to a specific apprenticeship.

## PREPARE YOUR ANSWERS

We advise you to draft your answers on a completely separate

document first, so that you can edit each response until you are happy with them.

Think about what's being asked of you, consider the relevant skills you have and provide examples that back them up. You don't have to list every skill you possess. Each skill you refer to must be related to the role you are applying for!

### IF IN DOUBT, STAR IT OUT

The STAR method is handy for keeping your answers concise but relevant. STAR stands for — Situation (what was it, when did it happen?), Task (what was your task?), Action (actions you took to complete the task) and Result (what happened as a result of your actions?). Create a few different draft examples and then use the ones you think are best.

### **TAKE YOUR TIME**

A rushed application is likely to be a bad one – or at least not as good as it could be. Aim to complete the form well in advance of the closing date. The pressure of a looming deadline can do strange things to a person, and not for the better.

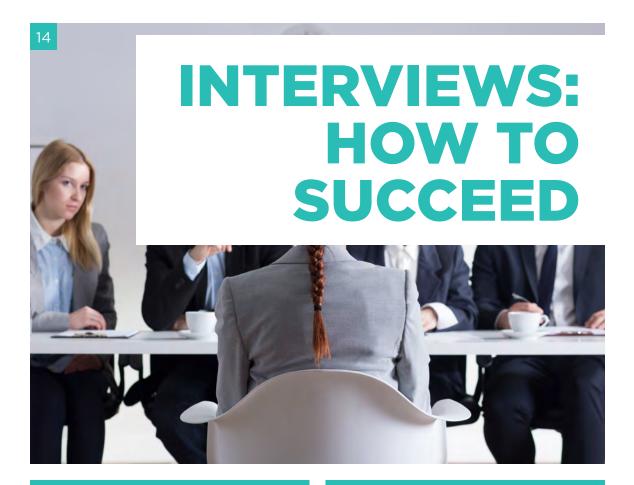
Remember that some applications may require you to complete the form in one go, so take your time with them.

If you finish your application form with time to spare, you can return to it later. Approaching your application with fresh eyes can reveal small things you might have missed or left out before.

### **SEND IT OFF**

It's written, it's checked, it's ready. If you're happy with your application, then send it off (to the right person / address). It's a good idea to keep a copy. You'll then have it as a reference point in the future for other applications or interviews.

Then you can sit back, and relax - or move onto the next application. Good luck!



An interview is a meeting you will have with an employer, in which you'll be asked questions designed to see whether you're a good fit for a job. The interviewer(s) could be a manager, a senior team member or someone from HR.

Interviews are a natural stage of every recruitment process. If you prepare properly, there is nothing to fear. The more interviews you attend, your confidence and interview technique will only improve. Here are a few things to consider...

### HOW TO PREPARE FOR AN INTERVIEW?

Your interview is five days away. Here are some importants points to keep in mind, to ensure you smash your interview...

- Check out the company's website. Look for recent news or any interesting developments.
   This will prepare you for the question, 'what do you know about us?'
- Ensure you're up to date with what's happening in the wider industry.
- Study your CV and application thoroughly. It

is highly likely you will be questioned about them.

Think about some questions YOU can ask the interviewer.

### WHAT TO DO ON THE BIG DAY

The night before your interview, work out what you are going to wear, make sure you know the location of the interview (make travel arrangements), and get a good night's sleep.

Once you arrive, looking confident, in an outfit that just screams 'employ me'...

- Be enthusiastic, friendly and smile when meeting your interviewer for the first time.
- Be polite, and try to be at ease with everyone you meet. Word gets around.
- Avoid rambling. Keep your answers concise.
- DO NOT speak negatively about former employers.

# VIDEO INTERVIEWS: WHAT YOU NEED TO KNOW



### ARE YOU READY FOR A VIDEO INTERVIEW?

A modern addition to recruitment, video interviewing is being used more and more by employers to sort through applications and work out who to invite to face-to-face interviews. Think of it as a digital face-to-face meeting.

It's likely that at some point you'll be asked to take part in a video interview.

### HOW DO YOU PREPARE FOR A VIDEO INTERVIEW?

Video interviewing isn't massively different to having a face-to-face interview, but there are certain things you need to be aware of due to the nature of the format.

Many video interviews take place over a videomessaging platform like Skype, meaning the first thing the recruiter will see will be your account name. Pick something professional. Nothing too fruity.

While some video interviews are live, some employers will ask you to send them pre-recorded content. They may ask you to answer a series of questions, to gauge your personality.

Try and persuade someone you know to act as the interviewer and give you advice on how to improve your performance. Practice makes perfect.

### **DURING THE INTERVIEW ITSELF**

It's well known that technology isn't always perfect, so you may well experience a bad connection or delay during the interview.

If this happens, don't panic - treat it as a test of your adaptability. Do your best to focus. Also, try not to talk over the person you're speaking to. Below we've listed some other things you should be aware of if you are preparing for a video interview.

- Make sure you dress appropriately, as if you were attending the company's offices.
- Arrange a good time for the interview –
  preferably a time when your surroundings are
  going to be quiet and distraction-free.
- Make sure there's nothing embarrassing or potentially offensive behind you. A nice plain wall is just the ticket. Magnolia perhaps.



### THE POWER OF BEING UNDERSTOOD AUDIT | TAX | CONSULTING



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### **HOW DO I PREPARE?**

An assessment centre can involve a wide-range of activities. You need to prepare for every eventuality. Enquire to HR to make sure you're clear on what the day will involve. If you know who's interviewing you, have a peek at their LinkedIn profile.



### **RESEARCH THE COMPANY & ROLE**

What is the company's vision or values? What projects have the company been working on recently? Employers love it if you know this information, and are looking to see if you have carefully researched the role and programme content.



### A PRESENTATION?

Many companies will ask you to do a presentation on the day. Plan this carefully. Do a few practice runs of the presentation in front of friends, family and any pets that are close by.



### WHAT MIGHT THEY THROW AT YOU?

There is a fair chance your assessment centre could involve written exercises, practical exercises, an interview, a presentation or group work. The trick is to be calm, and practice for each of the tasks that the interviewer might throw at you.



### WHAT DO INTERVIEWERS LOOK FOR?

Employers will look for candidates who are enthusiastic, hard working, motivated and willing to listen and learn. Be clear about why you want to work for the company. Have answers prepared for questions about why they should employ YOU over other candidates.



### WHAT SHOULD YOU WEAR?

This can be fiddly. Some assessment centres will say smart, some will be smart casual, others casual. If in doubt, pick formal over casual.

Assessment Centre
Tips from **Farrah at RSM** 





# UCAS

ARE YOU HOPING TO START UNIVERSITY THIS SEPTEMBER? SMASHING! HERE ARE THE KEY DATES AND DEADLINES FOR YOU TO KEEP IN MIND.

 4 MAY 2017: If you receive decisions from universities before the end of March, you have until today to reply, or your offer will be declined.

**8 JUNE 2017:** If you receive decisions from universities by 5 May, you must reply to any offers by today or they'll be declined.

**22 JUNE 2017:** If you receive decisions from universities you applied to by 8 June, you must reply by today or they'll be declined.

**30 JUNE 2017:** If you apply before 6pm today, UCAS will contact your chosen universities. Applications after this time/date enter clearing.

**5 JULY 2017:** All universities' clearing places between August and September will be published by both UCAS and The Telegraph.

**20 JULY 2017:** If you receive decisions from universities by 13 July, reply today or they'll be declined!

**17 AUGUST 2017:** A-level results day... oh the excitement! Have the phone ready, you might need to contact universities.

**31 AUGUST 2017:** This is the deadline for any remaining conditions to be met, or you may not be accepted. Adjustment period ends.

**20 SEPTEMBER 2017:** The last date on which you can make applications for 2017 entry. Applications must arrive by 6pm.

**23 OCTOBER 2017:** The deadline for adding clearing choices (or for universities to accept applicants).



"Wondering if you've achieved enough UCAS points to apply? Our advice is don't worry. There's many employers, like us, who don't ask for a minimum criteria in their entry requirements. We're looking for well-rounded people who connect with us, have a passion for business and want to make a difference from the start – meaning we'll look at your experience and your motivation to join us, as well as your academics.

Your potential matters to us too."

Nadine, Grant Thornton





# LIVING AWAY FROM HOME

Some school leaver schemes will require you to live away from home. As this is likely to be the first time you've lived away from home for an extended period of time, there are a few things you may need to consider...

#### **SOCIAL OPPORTUNITIES**

If you're living away from home, it's vital to build good relationships with your fellow school leavers and colleagues. It will provide you with social opportunities, and a support network in and out of work.

#### WHERE ARE YOU GOING TO LIVE?

Your employer should be able to offer you some advice. If they are taking on multiple apprentices, you could all rent a place together.

There are also plenty of sites that advertise flatshares, such as EasyRoommate, Gumtree and SpareRoom.

#### **TRAVEL ARRANGEMENTS**

You need to work out your daily travel arrangements before your first day. What is the cheapest or quickest option? Do a trial run so that you know the route. Some employers will pay for, or subsidise your travel, so check to see if they will help you with your travel arrangements.

### DO YOU KNOW HOW TO BUDGET?

You will need to account for fun things like travel, food, accommodation and erratic purchases. There are apps, such as Goodbudget and Mint, that are useful for budgeting.

### **HELP WITH FUNDING**

A major benefit of doing a school leaver scheme is that the government or your employer supports you financially. Some employers may offer you extra incentives. You might want to ask about this in your interview.

We have thousands of company reviews on RateMyApprenticeship.co.uk, which include information about how much support employers provide, and how strong salaries/packages are.













Software Engineers
Application Consultants



Woking Birmingham **London** Glasgow Bristol

Swansea Edinburgh Cardiff

Cardiff Manchester



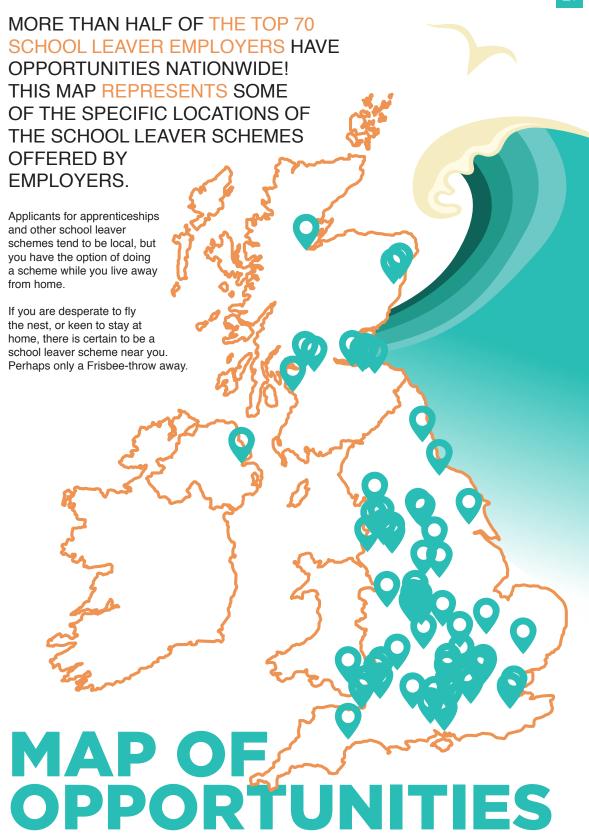
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@CapgeminiUKPPL



uk.capgemini.com/apprenticeships

People matter, results count.





# HOW TO **PROMOTE** OVER. THEY'RE ALSO USEFUL FOR **YOURSELF ON** SOCIAL MEDIA

YOUR SOCIAL MEDIA PROFILES AREN'T JUST GREAT FOR STAYING IN TOUCH WITH FRIENDS, OR FINDING VIDEOS OF PEOPLE FALLING

CONTACTING EMPLOYERS, MONITORING JOB **VACANCIES AND PROMOTING** YOURSELE AS THE IDEAL

CANDIDATE.

### **ENGAGE WITH EMPLOYERS**

Many companies have a presence on social media. This provides you with a new way of engaging with employers, and an insight into what it is like to work for them. On top of this. The Independent has reported that one-third of employers use social media to recruit!

### SHOW YOU'RE THE RIGHT **CANDIDATE**

So, how do you engage with recruiters? Be active, ask questions, comment on articles - it's about creating a dialogue with employers. Show them that you are informed and interested. RateMyApprenticeship posts jobs and advice on various platforms, it's a great place to start.

### **BEWARE!**

Being active on social media can improve your chances of getting a job, but it can also hurt them. Ensure there is nothing that might detract employers on any of your profiles. Put privacy settings on private. According to Forbes 37% of employers use social media to vet potential employees.

### **LINKEDIN IS KING FOR PROFESSIONALS**

LinkedIn is great for connecting with professionals. Your profile acts as an online CV. You can list your working history, skills, ambitions and experience. Follow recruiters, influential individuals and companies, and learn more about an industry!

#### **SNAPCHAT**

More and more employers are using Snapchat to engage with potential employees. Aside from posting jobs, some companies are showing off their offices and introducing their workforce. Snapchat is even being used to contact applicants, through video interviews.

#### **FACEBOOK**

Employers and recruiters regularly use Facebook to advertise jobs and post articles. Comment on posts, like and share. Facebook is a good platform for opening a dialogue with employers because of the frequency of updates, and quick replies to comments.

# RATEMYAPPRENTICESHIP HAS 10,000 REVIEWS OF SCHOOL LEAVER SCHEMES, WRITTEN BY THE SCHOOL LEAVERS THAT COMPLETED THEM.

The reviews are a valuable resource; they provide information about salary, programme content and opportunities outside of work.

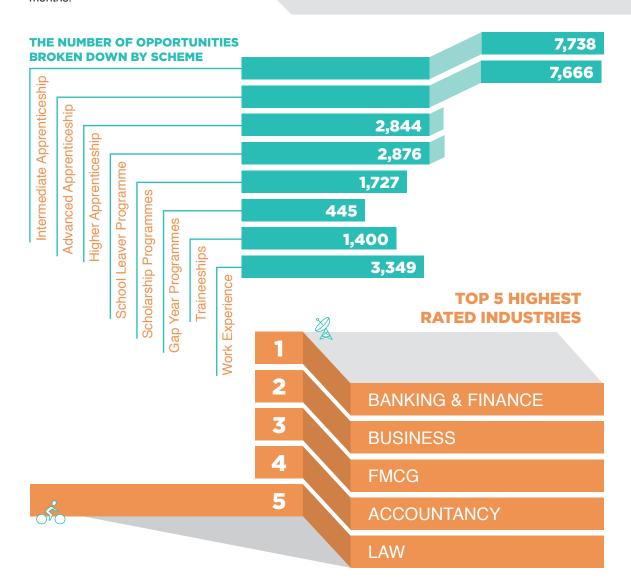
The Top 70 School Leaver Employers table is a product of the reviews and the following information has been drawn from the reviews of the last 12 months

## REVIEW BREAKDOWN

THE TOTAL NUMBER OF OPPORTUNITIES OFFERED BY

THE TOP 70 EMPLOYERS

28,045





# TOP TEN TIPS FOR YOUR FIRST DAY AT WORK

YOUR CV, ASSESSMENT CENTRE AND INTERVIEW HAD EMPLOYERS SWOONING OVER YOU. SOON ENOUGH, YOU WERE OFFERED THE DREAM JOB. SO WHAT NOW?

As day one of your new apprenticeship draws near, there are a few (or ten) things you can do to prepare.

### 1) SLEEP AHEAD

Get a few good sleeps in before your first day. If your new boss arrives to find you asleep at your workstation, they are unlikely to find the funny side.

### 2) WORK OUT YOUR ROUTE

Before the big day, look at directions, distances, travel times and public transport links to your new office. Planning your route is a great way of reducing first day nerves.

### 3) REFRESH YOUR MEMORY

Revisit any company research you did before your interview. It's a good idea to refresh your memory, so dig out those cue cards and PowerPoint presentations.

### 4) REFRESH YOUR WARDROBE

An excuse to go shopping. Check company policies on dress code first, and plan clothing you will wear for the first couple of days.

### 5) SET YOURSELF A GOAL

Take some time and have a think about what you'd like to achieve within a set time of joining. Nothing too ambitious, but it is a good habit to get into.

### 6) FINAL PREPARATION

Read through any induction packs or emails you've been sent by the company. Do you need to bring your passport or proof of your address?

### 7) WAKE UP EARLY

Head to bed early and set an early alarm. Give yourself extra time to get ready, and don't forget your jam sandwiches.

### 8) BE CONFIDENT AND FRIENDLY

When you meet your colleagues - smile and introduce yourself. Be confident, you have already secured the job, the employer has chosen YOU over every other candidate.

### 9) DON'T BE SCARED TO ASK QUESTIONS

It's a new job with people you don't know – you're not going to know everything. Your colleagues know that too, so don't be scared to ask questions.

### 10) BRING A NOTEBOOK AND PEN

You know, for writing notes. You'll probably get a company one, but don't risk looking unprepared on your first day. Also good for doodling on the bus.

# WHICH TAKE?

IF YOU HAVEN'T YET DECIDED WHICH PATH TO TAKE AFTER SCHOOL, OUR DECISION TREE CAN HELP YOU CHOOSE.

> WORK **EXPERIENCE** SEE PAGE 46

TRAINEESHIP SEE PAGE 44

**A TRAINEESHIP** 

QUALIFIES YOU FOR

**ADVANCED** SEE PAGE 30 HIGHER

I AM 14-16 DO YOU WANT TO YES DO A-LEVELS? NO

DO YOU WANT TO DO AN APPRENTICESHIP?

YES

NO

DO YOU MEET THE ENTRY REQUIREMENTS?

> YES NO

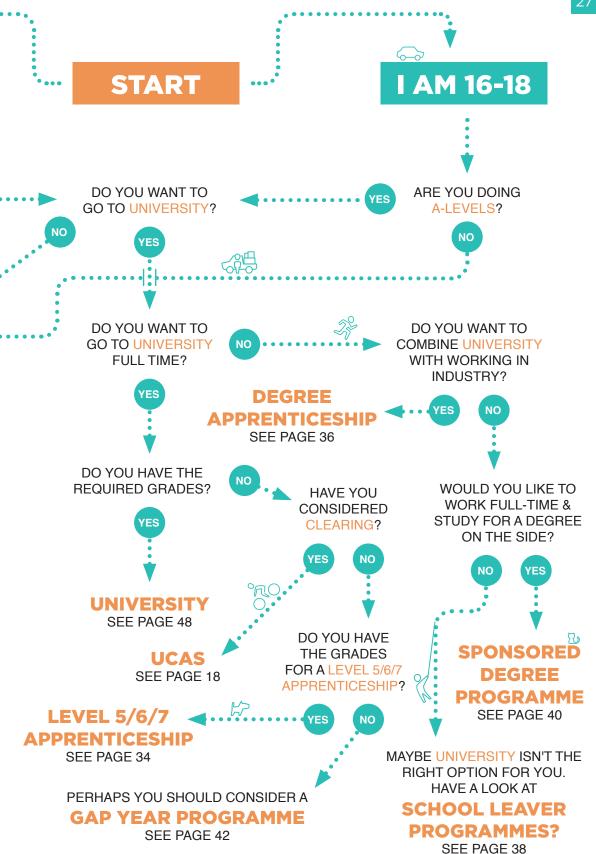
INTERMEDIATE APPRENTICESHIP

SEE PAGE 28

**APPRENTICESHIP** 

APPRENTICESHIP

SEE PAGE 32



### Programme: Intermediate Apprenticeship



Here is an overview of intermediate apprenticeships, to give you an idea about whether one of these programmes is right for you.

### First things first – what's an intermediate apprenticeship?

Intermediate apprenticeships are the first level of the modern apprenticeship. Consider them a sort of 'entry-level' apprenticeship, to help you gain the skills you need to work in a professional environment.

### How do these programmes work?

These programmes are a mix of work experience and learning. You'll spend time working for the company running the scheme and getting stuck into the job, but you'll also spend time studying at college.

Through the combination of practical and theoretical learning, you will finish the programme a well-rounded employee.

#### What are the benefits of these programmes?

Most programmes give you the chance to work and study towards vocational qualifications, which will impart useful employability skills. There are also a wide-range of schemes to choose from.

If there's an industry you're particularly interested in, chances are you'll be able to find an apprenticeship.

As this level of apprenticeship is a starting point, once you've finished you'll be able to move on to a more advanced programme or find employment.

You'll earn a wage for the duration of the apprenticeship. The amount varies from company

### £11,863

The average salary offered to apprentices working on Level 2 apprenticeships across our Top 70 Employers is £11.863.

to company, but the national minimum wage for apprentices aged between 16-18 years of age is currently £3.40 an hour (so you won't earn less than that).

### Do you need qualifications to secure an intermediate apprenticeship?

This depends on the company. Some require you to have two or more A\*-C GCSEs (or equivalent) under your belt, while others may not need you to have any qualifications (though, in this case, the company may test your numeracy and literacy). A traineeship will also qualify you for an intermediate apprenticeship.

### Intermediate Apprenticeship Employers

SCIVERS	Top 70 pos. <b>9th / Pg. 74</b>
Superdrug <sup>th</sup>	Top 70 pos. <b>15th / Pg. 78</b>
Deloitte.	Top 70 pos. <b>19th / Pg. 89</b>
(Approximately and the second	Top 70 pos. <b>23rd / Pg. 82</b>
dstl	Top 70 pos. <b>58th / Pg. 90</b>





To find out more visit: www.directlinegroup.com

Caleb Lewis **Direct Line Group** HR Administrator

I chose an apprenticeship because I'm a practical person - so doing the job whilst learning is a much more enjoyable way of developing for me. I also wanted to ensure a secure future and career by working for a large organisation. I heard about Direct Line Group apprenticeships during a course I was attending. I gained insight into the business and the culture so I decided to apply.

"Be ready for anything. You'll be working with all different types of people with different personalities, senses of humor, beliefs and much more. No task is a 'boring task' always be willing to do whatever is asked of you, because this will then expose you to more opportunities."

We have a great team at Direct Line group, so first thing I do when I get to work is greet all my colleagues. The working environment is really open and you get to work with a lot of different people, so the team is important. I then load up our HR systems, the folders I use each day, grab a coffee and get on with it!

Actively search for and participate in any CV building and Interview skills sessions supplied by schools, colleges or training providers. You can gain an advantage over others wanting to apply for apprenticeships from the courses. Research the different sectors/industries and companies that offer apprentice schemes and get an idea of what you think you would enjoy and would want to start your future career in.

Be ready for anything. You'll be working with all different types of people with different personalities, senses of humor, beliefs and much more. No task is a 'boring task' - always be willing to do whatever is asked of you, because this will then expose you to more opportunities. All of which will give you great experience to show on your CV and build your own personal confidence at work.

A typical day will involve a variety of tasks such as processing recruitment files, background checks and contracts, dealing with employee and applicant queries, working on projects, dealing with pay effective changes and much more.

Learning how to communicate with different types of people within Direct Line Group. Along with all the administrative tasks that are essential to working in a large company.

### Programme: Advanced Apprenticeship



Here is an overview of advanced apprenticeships.

### What's an advanced apprenticeship?

Advanced apprenticeships are level 3 programmes, a step up from intermediate apprenticeships. They are designed for candidates who wish to continue learning.

On one of these schemes, you'll combine practical experience and training (with an employer) with time spent learning and studying, most likely at a further education college.

#### How long do these programmes last?

Some employers' programmes can last for up to three or four years, giving you a great chance to learn about the industry. With this experience and trade-specific training behind you, you'll come out as a qualified and capable employee.

### What are the entry requirements for one of these schemes?

Typically, employers want you to have either completed an intermediate apprenticeship, or to have qualified with a certain number of GCSEs.

Many companies want you to have earned at least five A\*-C GCSEs, though there are those who take on apprentices with fewer. However, many require you to have qualifications in subjects like English, maths and science.

### What qualifications can you gain on an advanced apprenticeship?

A major benefit of these programmes is that you can earn great qualifications while developing practical knowledge and skills.

### £16.475

The average salary offered to apprentices working on Level 3 apprenticeships across our Top 70 Employers is  $\mathfrak{L}16.475$ .

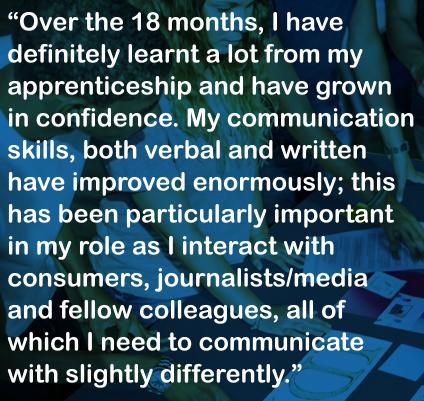
For example, qualifications you can earn include NVQs, BTEC diplomas and HNCs up to level three. Completing an advanced apprenticeship means you're qualified to do a higher apprenticeship.

#### Do you get paid?

Apprentices legally have to be paid. Apprentices aged between 16 and 18 years of age (or 19 or older who are in the first year of their apprenticeship) currently earn at least £3.30 an hour.

### Advanced Apprenticeship Employers

🯂 Top 70 pos. <b>5th / Pg. 95</b>
SIEMENS Top 70 pos. 7th / Pg. 104
Top 70 pos. <b>48th / Pg. 70</b>
AtoS Top 70 pos. 51st / Pg. 54
• Top 70 pos. <b>52nd / Pg. 87</b>



Apprenticeship review at Unilever





Higher apprenticeships are the most advanced form of apprenticeship. Candidates work towards level four (or above) qualifications.

#### What's a higher apprenticeship?

As you probably know by now, the point of doing an apprenticeship is to benefit from a blend of work experience (time working for a company) and theory-based studying (most likely at a further or higher education institution).

### Why should you do a higher apprenticeship?

One of the reasons why you should is because you'll be able to work towards high-level qualifications. In fact, some of these programmes offer you the chance to work towards a university degree – without racking up student debt. You're essentially getting paid to earn these qualifications, by splitting your time between working and studying.

#### What are the other benefits of these programmes?

Not only do you benefit in the short-term, by acquiring key skills, gaining qualifications, getting paid and avoiding student debt, but you benefit in the long run too. School leavers who enrol on higher apprenticeships can realistically expect to earn more during their careers than many graduates.

### What are the entry requirements for these schemes?

As these programmes are more advanced, they're intended for young people who've either done their A levels (and qualified with at least two at grade A\*-C) or completed an advanced apprenticeship.

### £22,894

The average salary offered to apprentices working on Level 4 apprenticeships across our Top 70 Employers is £22.894.

Many employers will want you to have GCSE qualifications in English, maths, science and potentially other subjects too. However, take into account that requirements vary, so even if you haven't got these grades you may still have a chance.

### What qualifications can I earn?

Employers tend to partner with local education institutions, to help you study part-time towards high-level qualifications. As a result, you could come out the other side with a degree, diploma or equivalent qualification at level four or above.

### Will you earn a salary?

As these are the highest-level apprenticeships and require you to work to a more advanced standard, you can expect to earn a competitive salary.

### Higher Apprenticeship Employers

gsk ETT	•••••	Тор	70 pos. <b>6th / Pg. 9</b> 4	1
NOMURA	<b></b>	Тор	70 pos. <b>11th / Pg. 10</b>	1
IBM.	•••••	Top 7	70 pos. <b>26th / Pg. 66</b>	5
CGI	•••••	Тор	70 pos. <b>61st / Pg. 5</b> 6	5
Stannah		Тор 7	70 pos. <b>69th / Pg. 76</b>	õ



### Charlotte Ferreday Bakkavor Apprentice Scheme Junior Development Technologist

I chose a development Level 4 Apprenticeship programme because I didn't feel university was right for me. By doing this it allowed me to learn and earn at the same time as well as getting my foot on the career ladder. I felt that this opportunity would give me more confidence as a person and also a more hands on practical experience where I learn the best.

"My top tips for working as a development apprentice are being able to juggle work, study and social life. It is difficult to start with but it gets you the best results in terms of both work and study."

My typical week is split between both kitchen and office work. My kitchen days are spent making existing products and also new products. This makes my day very practical and gives me a wide range of knowledge about products and their ingredients. My days in the office are very different. My time is spent doing the paperwork side of the products including technical information, nutritionals, quid's etc.

The advice I'd give for a smooth transition from school into work is to be open minded- work is a very different environment to school so it takes some time to adapt to work life. Find out within the

### BAKKAV("R

To find out more visit: www.bakkavor.com

business who else is doing an apprenticeship and have a chat with them to see what they have done and experienced. Finally, take all opportunities that are thrown at you.

My top tips for working as a development apprentice are being able to juggle work, study and social life. It is difficult to start with but it gets you the best results in terms of both work and study. There is a huge age range of people who you will work with. Go to social events and team events to get to know the people you work with.

Within the development apprenticeship your main responsibilities are completing relevant apprentice reviews, doing the best you can in everything you do, assisting to develop new products, deal with customers and suppliers, learning both practical and paperwork elements.

The aspects of my role I most enjoy are being creative with flavours and ingredients because it exposes you to things you haven't seen before, and working with people of all ages because it makes you mature and you get treated like an adult. The final aspect I enjoy most about my role is being able to go on courses to widen my knowledge e.g. HACCP, Food Safety, Lenotre in Paris.



On previous pages we've talked about level 2, 3 and 4 apprenticeship programmes. The story doesn't end there. We've gone into detail about programmes that exist at level 5 and beyond, which you may want to consider in the future.

#### What levels exist beyond level four?

There are a number of qualification levels that exist beyond level 4, going all the way up to level 8. Here's a breakdown of levels 5. 6 and 7.

#### Level 5

A level 5 programme gives you the chance to work towards qualifications including higher national diplomas (HNDs), diplomas of higher education (DipHE), foundation degrees and level 4 NVQs.

These programmes differ slightly from lower level apprenticeships, as there tends to be a bigger focus on 'on-the-job' learning.

Many programmes that exist at this level are designed to help you develop management and leadership skills that can be applied in the industry. Specific goals could include: managing a project, developing strategies or carrying out business analysis.

### Level 6

Level 6 programmes give you the chance to work towards qualifications including honours degrees (such as a BA (Hons)), graduate certificates or diplomas. The work you'll be doing on a level 6 programme tends to be equal to that done by undergraduates in the final year of their university degree, offering you the chance to develop an understanding of business strategies and build up your management skills.

### Management

Most level 5/6/7 programmes focus on helping you to develop management-based skills, with programmes based around leadership, career guidance, strategic management and business management.

You may also be expected to develop an appreciation of important business principles, such as ethics and the ability to make decisions.

#### Level 7

Undertaking a level 7 programme lets you work towards qualifications like postgraduate certificates and diplomas, master's degrees and level 5 NVQs. Once you've completed one of these programmes you'll be trained to work at a high level, with the potential to progress to senior roles.

### Level 5/6/7 Apprenticeship Employers

Top 70 pos. **52nd / Pg. 87** 





To find out more visit: www.gsk.com/apprenticeships

Hajra Bibi GSK Laboratory Apprentice

I chose a laboratory apprenticeship because it gave me the opportunity to learn on the job by gaining practical experience and relating it back to my university course. I have always been an individual who learns better by doing things. The prospect of sitting in lectures was not good, so a route where I was doing valued work and getting a further qualification was the one for me.

"Being a school leaver still working towards my degree, it is a great feeling that I am contributing to valued research. Working on molecules that have the potential to become a life saving drug is very rewarding."

The first thing I do when I get to work is plan my day, maybe even the week. Having been given extensive training I am now in the position where I can plan the experiments I need to conduct and go and do them! I set about finding the reagents I need and talk to my colleagues about what information they want. I do consult my findings and choice of method with my supervisor regularly.

The advice I'd give for a smooth transition from school into work is don't be too fearful about the aspect of working life. Know that you really want to be taking this route. When I first joined the company I was daunted by working with people that were experts in their field. This affected my confidence at the start, but now I have a network of wonderful, friendly people for support when I need it.

My top tips for working as an apprentice in research and development is to learn as much as you can from your colleagues. They are always very friendly and helpful. Never say no to an opportunity as you may not see the benefits of it clearly but it is always there. Be proactive in finding solutions and don't be afraid to ask questions.

Within my team in the Biopharmaceutical department of GSK I am responsible for conducting assays that provide data to characterise antibodies that have been generated by other teams. I work to generate lots of data and discuss it with programme teams. They decide which antibodies they want to keep. It is a huge responsibility that this data is accurate as many decisions are made based on this.

The aspects of my role I most enjoy are the lab work. Being a school leaver still working towards my degree, it is a great feeling that I am contributing to valued research. Working on molecules that have the potential to become a life saving drug is very rewarding. Learning through doing this job is an added bonus as I can see how my work can in the future add to potentially giving someone their health back.

#### Programme: Degree Apprenticeship



Degree apprenticeships are a new addition to the world of apprenticeships and school leaver schemes. Officially launched by the government to start in September 2015, they've been introduced with the intention of ensuring that young people are equipped with the skills needed to work in certain industries.

#### What are degree apprenticeships?

These programmes will help companies teach young people essential skills that are relevant to their business requirements. Companies are training their future workforce.

A degree apprenticeship will benefit you by equipping you with the skills, experience and qualifications required to enjoy a lifelong career.

#### What do these programmes hope to achieve?

As the technology sector (and industries that need skilled workers) continues to expand and contribute more to society, it's increasingly important that next generation employees have the technical knowledge required to fill the skills gap.

Degree apprenticeships are expected to play a key role, by creating a route into the technology sector for young people.

#### How do these programmes work?

Degree apprenticeships are the result of a collaboration between companies who are part of the Tech Partnership, and higher education institutions.

As a result, each of the programmes gives candidates a chance to work towards an honours degree, while

#### **Key Industries**

Degree apprenticeships have been rolled out in a number of key industries, including aerospace engineering, chartered surveying, defence systems engineering, electronic systems engineering, laboratory science and public relations, among others.

complementing this learning with training and work experience.

As they are heavily dependent on collaboration between employers and educators, they're similar to certain higher apprenticeships and sponsored degrees.

#### Who pays for these programmes?

To encourage school leavers to get involved, course fees are paid for by the government and companies themselves, meaning you will avoid debt.

Two-thirds of the costs are covered by the government, while businesses will pay for the rest.

Degree Apprenticeship Employers	
eDF	Top 70 pos. <b>20th / Pg. 91</b>
accenture	Top 70 pos. <b>36th / Pg. 84</b>
LLOYDS BANKING GROUP	Top 70 pos. <b>48th / Pg. 70</b>
CGI	Top 70 pos. <b>61st / Pg. 56</b>
ATKINS	Top 70 pos. <b>63rd / Pg. 85</b>



**LLOYDS BANKING GROUP** 

To find out more visit: www.lloydsbankinggrouptalent.com/apprentices

Nancy Taylor-Hughes Lloyds Banking Group Degree Apprenticeship in IT

I chose a Degree Apprenticeship because I wanted to start earning money immediately, I didn't want to be in debt from an early age and I knew that having those 3 years extra experience would help me gain other opportunities. I'd always wanted to work in IT, but without a degree I thought it would be impossible to get into. That's where the Degree Apprenticeship changed everything.

"The aspects of my role I most enjoy are being part of a team and meeting a variety of people through the apprenticeship programme, through project work and social events."

The first thing I do when I get to work is check my emails for updates on projects, attend project meetings or instant message our offshore partners to see if they need any assistance with their work. I work in a software development team, so a lot of the work is based on projects. This gives everyone the freedom to work at their own pace and manage their own calendars.

The advice I'd give for a smooth transition from school into work is don't expect to be an expert in a few months! I've seen loads of apprentices beat themselves up about it for no reason. Whatever team you've been assigned to, they are ultimately there to support you and support your career growth. They aren't interested in seeing you fail! As long as you keep putting the effort in, they'll keep giving you their time and experience back.

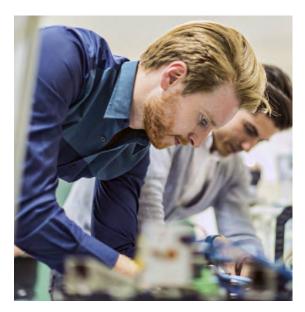
My top tips for working as a Degree Apprentice are to learn how to balance your workload and exercise good time management skills as soon as possible. You'll find that project work can ramp up at any time, but you'll have all your assignment dates for university set out at the beginning of the year. The best thing you can do is do little bits of your assignments each week, so any ramp ups at work won't be such a nightmare!

Within my Degree Apprenticeship my main aim is to become a key member of my assigned IT team over a period of 4 years. I'm developing through a combination of training courses, on the job learning and university work. I also share my experience and take time to talk to new apprentices and give them advice and support in those first few key months.

The aspects of my role I most enjoy are being part of a team and meeting a variety of people through the apprenticeship programme, through project work and social events.

For me, the people are what make the job and I have one of the friendliest and supportive teams out there. You'll be spending a lot of your waking hours with your colleagues, so being able to get along with them is a huge bonus!

#### Programme: School Leaver Programme



School leaver programmes exist to provide a different route for A-level students who otherwise may have gone to university.

These programmes offer a mix of education and work opportunities. Businesses that run these initiatives allow school leavers to spend time studying (you may be sponsored or part-sponsored) while working part or full-time for the company.

#### Why should you do a school leaver programme?

As a school leaver, it's understandable that you want to do what's best for your future career. For many students, this may mean they consider university as the default route. The truth is many big employers have started offering bespoke school leaver programmes to A-level students.

This benefits companies by allowing them to get hold of the next generation of talent early. These initiatives are an opportunity to get your feet on the career ladder early.

#### How can you get a place on a programme?

Many companies will outline the application process on their websites to give you an idea of what to expect. The application process may differ slightly depending on which company you're applying to, but the typical structure may be as follows:

**Online application:** fill out a form with your details (e.g. experience, academic achievements, predicted grades and extracurricular activities).

**Employer tests:** after reviewing your application, companies may ask you to complete some tests.

#### £18,828

The average salary offered to apprentices on the School Leaver Programme across our Top 70 Employers is £18.828

These could be anything from strengths tests to numerical, verbal reasoning and logic tests.

**Interviews:** these can be quite full on, so make sure you're ready for them and have done your research. See p. 14 for our guide to interviews.

**Assessment centres:** assessment days will generally ask you to complete group exercises, tasks and another interview.

**Success!** If you do well in all the above and live up to the company's expectations, you should be offered a place on its school leaver programme.

#### School Leaver Programme Employers

Top 70 pos. 10th / Pg. 72

Mondeles. Top 70 pos. 37th / Pg. 99

Harreds ..... Top 70 pos. 40th / Pg. 64

..... Top 70 pos. 42nd / Pg. 68

Top 70 pos. **68th / Pg. 97** 



#### Adam Leech Deloitte BrightStart Business Apprenticeship, Corporate Audit, Manager

I chose a School Leaver Programme because I wanted to be learning on the job in a much more challenging environment.

"There are so many opportunities to challenge yourself on the scheme, these are often the most interesting and most developmental for your career."

What is the first thing I do when I get into work? In all honesty, this is a difficult question to answer because there has never been a 'typical day' in my role since joining - that's one of the best parts about the scheme.

The advice I'd give for a smooth transition from school into work is to be proactive – research the role you are moving into beforehand, and also try and get in contact with any current employees to get more detail on how the lifestyle will differ to that of being at school (i.e. through LinkedIn/Facebook).

My top tips for working as a School Leaver Apprentice is to never shy away from a challenge - there are so many opportunities to challenge yourself on the scheme, these are often the most interesting and most developmental for your career.

## Deloitte.

To find out more visit: www.deloitte.co.uk/risingstars

As part of Deloitte's BrightStart scheme, the types of tasks I would be involved with each day include meetings with client management, working within different audit teams and developing both my own technical and project management skills alongside being actively involved in supporting the development of other team members.

The aspects of my role I most enjoy are meeting different clients all throughout the year, getting to see first-hand how their business operates from meeting senior client management, as well as site tours of many different types of businesses.

#### **Favourite achievements**

- · Senioring, and subsequently managing, two USA subsidiary audits, successfully completing them on time and gaining great client feedback from both client teams. This meant I have been involved in a number of trips to the US to complete the audit work.
- · Getting to be involved in volunteering at the Paralympic training camp for the London 2012 Paralympic Games, helping support the Paralympic athletes during their final training for the 2012 games.
- · Having first-time passes on all of the ACA exams, qualifying in December 2015.
- · Receiving great client feedback from audits I have worked on and knowing that I am wanted back next year.
- Gaining good upward feedback from junior members of the audit department that I have worked with, knowing that they feel like they have learnt a lot from working with me.

#### 40 Programme: Sponsored Degree Programme



What would you say if we told you it's possible to go to university and earn a degree while having your tuition fees paid for and also pulling in a salary?

You'd probably think we're joking, or that such a deal is too good to be true. Well these schemes do exist, and are called sponsored degree programmes.

#### What's a sponsored degree programme?

These initiatives are designed to offer another option for school leavers who may not want to simply go into full time higher or further education.

Instead, these courses offer a balance of academic study and professional employment, whereby your time will be split up into periods at university and time spent working for a company. This way you get a degree qualification and great practical work experience to boot.

#### How do these initiatives work?

Degree programmes can work in a few ways. For example, your average week might be split up into some days spent at university and others spent working at the company's offices.

However, in some cases you may be asked to participate in distance learning, so rather than actually attending university to study, you may be able to do it remotely from home or your employer's office.

Alternatively, some employer-sponsored degree schemes ask that you attend university on a full-time basis, in which case you may spend holidays working for the company, or undertake paid work placements.

#### **Perks**

As well as a salary and paid tuition fees, you can also receive job perks (depending on the company of course) like annual leave, discounts and other benefits.

#### Why should you be interested in one of these programmes?

There's no doubt that these schemes have a number of major benefits, many of which jump out from the word go. These include:

- · The chance to study towards a university degree.
- · The chance to earn a degree without paying all those fees that other undergraduates have to pay (and avoiding thousands of pounds worth of student debt).
- The chance to earn a salary having just left school.
- The chance to gain employment with a major company and develop professional skills.
- The likelihood that once your sponsored degree programme reaches its conclusion, you'll be offered a role with the company.

#### Sponsored Degree **Programme Employers** Top 70 pos. 1st / Pg. 80 ..... Top 70 pos. 10th / Pg. 72 BDO ..... Top 70 pos. **35th / Pg. 86** Stannah ..... Top 70 pos. 69th / Pg. 76





Chelsea PwC Associate

I chose the Flying Start degree programme because it gave me the opportunity to enjoy the university experience as well as fast tracking my career to becoming a Chartered Accountant. PwC has a great culture and the structure of the programme is very supportive. The programme also means our careers can progress at a quicker rate.

Each day is different at PwC. I will often be interacting with the client about the business developments of the year and discussing accounting treatments.

"The people are always friendly. hard-working and supportive, which reflects the PwC culture. Also being able to experience the university lifestyle means I get the best of both worlds. What I have been able to achieve, the experience, and the enjoyment I have received from my programme is beyond what I'd expected."

On the Flying Start programme, I'd been in classes with my colleagues for a year before placement which made it easier when I started work. There's also a 'Flying Start' cohort who guides our transition into work at PwC which made me feel at ease.

My top tip is to attend as many PwC organised socials as possible. There are many opportunities to get to know the friendly people within the firm. In addition, group work is a key aspect of the job, therefore it is key to display team work skills and to have confidence.

During the Flying Start programme, there are 3-4 month placements spread over the 3 years. My responsibilities therefore increased each year starting with audit testing of account balances to managing teams and leading client meetings. I also interact with the financial accountant and controller out on client site. I have responsibility for areas of the financial statements, such as cash and liabilities, and perform a number of tests on these line items.

The aspects of my role I most enjoy are working as part of an audit team as there's continuous support and a great way to get to know people, and the opportunity to work on a range of clients in different industries and sizes. The people are always friendly, hard-working and supportive, which reflects the PwC culture. Also being able to experience the university lifestyle means I get the best of both worlds. What I have been able to achieve, the experience, and the enjoyment I have received from my programme is beyond what I'd expected.

#### Programme: Gap Year Programme



Gap years are periods of time in which young adults leave behind their lives at home and travel abroad in search of new experiences.

#### What's a gap year?

Despite being known as gap 'years', the duration of these times abroad vary and can be shorter or longer than a year. Over time, the traditional gap year experience has evolved, offering more freedom to those undertaking them.

You can essentially travel to any place, for as long as you like, getting involved in different projects and call it a gap year.

Now it's probably more accurate to class a gap year as simply a time to try something new, get away from the reality of life at home and develop as a person.

#### How does a gap year work?

It's up to you when it comes to how structured or unstructured you want it to be. Maybe you want to get involved in a number of different projects in different places and know exactly where you're going and when.

Or perhaps you want to jump on a plane, head off to an exotic location and find work, jobs or volunteering opportunities along the way (though jumping on the next available plane and heading abroad without a plan of action isn't something we'd recommend).

There are companies out there like Frontier that can help you find structured gap year and voluntary experiences abroad.

#### Become a Teacher

Teaching English as a foreign language is a particularly popular gap year option for many people, offering hundreds of opportunities.

#### Who would suit doing a gap year?

If you're not scared of a little adventure, want to see the world and gain some great experience to stick on your CV, a gap year could be just the ticket.

Of course, while there's lots to be said for 'gap yearing', there's also plenty to be said for getting stuck into an apprenticeship or school leaver programme to develop professionally after you've left school.

Each person will take a different path, so don't feel like you're missing out if your friends do a gap year, and don't feel like you're wasting time if you head abroad while your friends start apprenticeships or enter higher education.

# Gap Year Programme Employers Top 70 pos. 5th / Pg. 95 Deloitte. Top 70 pos. 19th / Pg. 89 Top 70 pos. 26th / Pg. 66



To find out more visit: www-05.ibm.com/employment/uk-en/school.html

Ravi Chauhan **IBM** Service Management and Operations

I chose to apply for the Futures Gap Year Scheme because I needed a few months to understand and decide what I wanted to study at University. I wanted to see what the 'real world' is like, and try to take some of that experience with me into university and career.

"It's easy to say no to many opportunities and focus on your core role, but you are there to learn and add value to yourself and the company. There are plenty of opportunities to get involved, so don't pass them up!"

The first thing I do when I get to work is turn on my laptop and see what the day holds for me. I'll then plan my day, and write a list of priorities and meetings that I need to action. After that I get a cup of tea and get on with work.

I think the best advice for anyone transitioning from school to work is simply to be ready to learn. Many think that school is where you learn and work is where you use that knowledge. Not true! Every day at IBM is a massive learning experience for me and everyone at the company.

My top tip for working in the futures scheme is be ready to seize as much opportunity as you can. It's easy to say no to many opportunities and focus on your core role, but you are there to learn and add value to yourself and the company. There are plenty of opportunities to get involved, so don't pass them up!

In my role I help support the Leadership team and my role is varied. My role could be defined as giving them the information and support so they can make the right decisions and the helping to implement them. I also produce internal video communications, and help the leadership engage with everyone.

The best thing about working at IBM is that I have the opportunity to be an employee just like everyone else. It sounds cliché but I am no longer 'treated like a kid'. Of course, this means there is plenty of responsibility to manage, but that is why I signed up to begin with!

#### 44 Programme: Traineeship



Traineeships were introduced to help young people between 16 and 24 develop and learn essential skills that will help them find a career.

#### What's great about traineeships?

These schemes help school leavers learn skills they may not have been able to acquire at an earlier stage of life.

Essential life skills that you can pick up on a traineeship include literacy and numeracy education, alongside work preparation training and work experience, to help trainees demonstrate what they've learned. A traineeship provides a platform for further learning and development, as well as feeding into more advanced programmes like apprenticeships.

#### How do traineeships work?

Traineeships recognise that every person is different and requires a different level of training. These schemes are designed to cater to these different needs, so vary in terms of their duration and the topics covered. A traineeship can last for anything from a number of weeks to a number of months, depending on the level of training required.

#### What's covered?

There are a number of things typically covered. Again, this all depends on what kind of level they're at already and how much training and development they need in certain key areas. Typical things covered in traineeships include the likes of work preparation training, designed to help people who feel they are not ready for the working world. This involves learning what employers want to see from potential apprentices and future employees, and focusing on developing

#### 6 weeks - 6 months

Traineeships typically last between six weeks and five or six months and can lead to apprenticeships or jobs.

these essential professional skills.

Additionally, if a trainee needs academic support to improve their maths or English- core skills that lay the foundations for future learning - this can also be covered in a traineeship.

With all these new skills as a trainee, you'll be able to do more than just demonstrate your learning in person. You'll also be able to show it on paper to potential recruiters, thanks to an improved CV.

#### What types of traineeship exist?

There are many different types of traineeship, so you're not limited to working in roles that don't interest you. For example, traineeships exist in sectors as diverse as digital marketing and retail, and from childcare to plumbing.

All of these programmes help you to develop key skills that can support you in your future job search. Check the government's 'Find a traineeship' service to see what's available.

# Traineeship Employers ..... Top 70 pos. 5th / Pg. 95 ····· Top 70 pos. 10th / Pg. 72 ...... Top 70 pos. 25th / Pg. 92 ..... Top 70 pos. 29th / Pg. 102





Tom Metcalfe **Pinsent Masons** Trainee Solicitor

I chose a Pinsent Masons traineeship because the firm stood out from the other firms I looked at due to the excellent commercial exposure combined with first class technical training. Despite having a broad and growing international reach, the firm operates as one well-connected network, so the right work goes to the right person. This means that you get involved with market-leading work irrespective of the office in which you are located. You become part of the firm rather than part of an office. The firm's united approach also provides many opportunities to work in teams spanning different offices. This is all made possible by the firm's values and vision. These aren't just words which appear in glossy brochures. The firm keeps the values of 'Approachable, Bold and Connected' at the heart of everything we do.

The first thing I do when I get to work is talk to my supervisor about on-going and upcoming work, and agree priorities for the day. Pinsent Masons invest a great deal of time in developing and nurturing their trainees. This goes far beyond formal training. I work closely with my supervisor who ensures that I always have good quality work which will help me build my skill-set and expertise. This bespoke, oneto-one tuition and guidance is invaluable and helps you learn rapidly.

The advice I'd give for a smooth transition from school into work is never underestimate the simple tasks and skills, particularly when you first start in

your role. Even on the most complex matters, it is essential to get the basics right.

My top tips for working as a trainee solicitor are to proactively manage your time and ask questions if something isn't clear - the chances are your questions are important in relation to getting things right. A question may generate an idea which helps to achieve a successful outcome for the client.

As a trainee you rotate seats every 6 months, so your responsibilities vary greatly from assisting in large transactions to running your own small matters for clients. No two days are ever the same! There are opportunities to go on client and office secondments. This is a great way to get experience in different parts of the business, which allows you to make an informed choice when you come to applying for your first qualified position. This also means that you can get to know Pinsent Masons colleagues from across the business, as well as building relationships with clients from the various sectors.

The aspects of my role I most enjoy are being part of cross-office practice group teams and helping clients achieve their commercial objectives. As a trainee, you will be given a lot of responsibility and quickly become a part of the team. I particularly enjoy the large amount of client exposure Pinsent Masons gives you. This is a valuable part of your training because client relationships lie at the core of our business. Perhaps most importantly, this exposure helps you to start to understand clients' businesses and priorities, which is as important as having technical legal points at the tips of your fingers.

#### Programme: Work Experience



This is a 'does what it says on the tin' moment. Work experience is exactly that – experience of what it is like to work for a company, in a professional environment.

Unlike other school leaver programmes, work experience schemes aren't quite as structured.

Instead, work experience is intended to offer young people a taste of what it's like to work for different businesses in various industries.

#### What's good about work experience?

Work experience placements, even if they only last for a week or two, are a great way for you to open your eyes to the world of professional work.

Anything you can do to gain some new skills and insights into what it is actually like to work for a company will be useful in the future

#### Why?

Well, the more work experience you have under your belt, the more awareness you'll have of what is required to work in a professional environment.

You'll be more aware than someone with no practical work experience, putting you at an advantage when applying for school leaver programmes.

Additionally, you'll be able to stick all this great experience down on a CV, and the better your CV, the more likely it is you'll attract the eye of recruiters when it comes to looking for jobs.

#### How can you find work experience?

To find work experience, make use of your connections. Do you or your family or friends know anyone who runs a

#### 60%

On average 60% of students who undertake work experience will be offered a role with the company at the end of their scheme.

business, or any local companies that take on people for work experience?

If yes, use your contacts. If not, why not write, email or phone some local businesses to find out if any of them offer opportunities, even if it's only for a day or week. There's also the internet, so have a little search for companies offering work experience and see what pops up

#### How can you give yourself a chance of landing work experience?

A lot of work experience schemes aren't all that structured. It's a good idea to be proactive and approach companies, if only to find out if they have any openings.

So our main advice would be – be proactive and get your CV out there. And make sure that CV is up to scratch.

#### Work Experience Employers



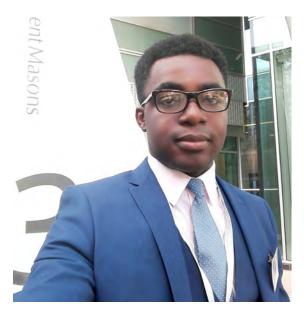
...... Top 70 pos. 5th / Pg. 95



Fidelity ..... Top 70 pos. **25th / Pg. 92** 



...... Top 70 pos. 29th / Pg. 102





To find out more visit: www.pinsentmasons.com/graduate

Josiah Senu **Pinsent Masons** Work Experience Programme

I have been considering a career in law and wanted to experience life at a law firm before committing to my university studies. I signed up for the programme with the intention of gaining more knowledge of the legal profession as well as finding out more about the different areas of commercial law. I found the work experience very helpful in confirming that law is the right career for me.

"Before you begin any work experience placement, research the organisation you are joining to find out what you can about their strategy. structure and values."

I spent time with the Property department. My supervisor was so welcoming and explained a lot about her time as a trainee. I was given the responsibility of taking information from transfer forms and completing 'application to change the register' documents in order to send to the land registry. I hadn't expected first hand involvement in that type of work, nor had I expected to be welcomed so openly.

Before you begin any work experience placement, research the organisation you are joining to find out what you can about their strategy, structure and values. You might also find that the organisation you are joining has closed Facebook groups, Facebook live chats or other events/initiatives which are designed to help you feel more at ease about joining a professional organisation.

Be enthusiastic about the opportunities that are presented to you and make sure you make the most of them. Your colleagues will appreciate that you are keen to get involved and learn from your experience. The more you put in - the more you will get out.

Whilst you will not be specifically responsible for anything throughout your work experience placement, you will need to take responsibility for managing your workload, including completing the work you have been given within the allocated time frame and being where you need to be at the right time. You will be given a variety of tasks to complete including research tasks and administrative legal tasks.

The bottom line is:

- · You will be busy
- · You will be given challenging work
- · You will be expected to submit work of a good standard
- · You will not be asked to complete the unachievable
- · You will enjoy yourself!

There's nothing more you could want from your work experience placement.

#### Programme: University



Universities are institutions of higher education that teach undergraduates and postgraduates, helping them study towards degrees in a wide range of subjects.

#### Where can you go to study?

According to The Complete University Guide, there are 126 universities across the UK. If you want to move away from home and gain independence, there's nothing stopping you from moving halfway across the UK and seeing a new part of the country. Many students also choose to head abroad.

#### How long does it take to earn a degree?

Most courses take three years to complete, though this varies depending on the type of degree and subject. For example, a course that includes a placement year will last four years, while many undergraduate degrees take four years to complete, as do Master of Chemistry (MChem) and Master of Engineering (MEng) courses.

#### Is it worth doing work experience at university?

The short answer is yes. Many students risk graduating with nothing to differentiate themselves from other graduates with the same degree if they don't undertake work experience at university. This could be in the form of a placement or internship.

**Placement:** these periods of work experience usually take place after your second year (so are essentially the third year of a four year degree).

**Internships:** these are shorter periods of work experience that are still valuable to your professional development.

#### Medical courses

The Telegraph listed medical courses (including the likes of biomedical science and physiotherapy) as the most popular degrees for applicants.

An internship provides great experience to include in your CV, you earn a salary, and learn how to work in a professional environment. For more information visit RateMyPlacement.co.uk.

#### Benefits of studying abroad

More and more Brits than ever before are considering studying abroad. It could be a great choice. Not only do you get to explore new cultures, meet different people and enhance your CV, but (depending on where you go) you may be able to pay a lot less in tuition fees.

#### What are the different types of university?

Red brick: a term first used to refer to six universities founded in major industrial cities, namely Birmingham, Liverpool, Manchester, Leeds, Sheffield and Bristol.

Russell Group: a group of 24 "research-intensive" universities, including Cambridge and Oxford.

Modern: many institutions that are now independent universities but used to be polytechnics are referred to as modern universities.

It's worth remembering that regardless of a university's history or classification, the most important thing is that you pick the one that offers what you want in terms of degree and culture.







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**DurhamUniversity** 

#### **BOOKING ESSENTIAL**

Bookings: www.durham.ac.uk/opendays Enquiries: 0191 334 9191 open.days@durham.ac.uk

# TOP 70 SCHOOL LEAVER EMPLOYERS 2017

# THE FOLLOWING PAGES FEATURE COMPANIES AND THEIR SPECIFIC OPPORTUNITIES AND LOCATIONS.

Each review assigns the company being reviewed with an overall rating out of ten, based on a structured survey that's comprised of ten questions (which are answered by the school leaver). Reviews ask young people who are on a programme to rate and review their daily role, the company, skill development and the overall experience.

The following pages include information about the Top 70 Employers. Profiles are organised alphabetically, with two-page profiles coming first, followed by one-page profiles. The table highlights their position in the Top 70 (in orange) and the page you'll find them on.

#### Key:

Position in the Top 70 table





Page number





33rd



#### Reviewed 8.20 / 10 by 114 school leavers

At Aldi, we're proud to say we've always done things our way. And we're delighted it's worked out so well for us. Thanks to our leaner, more efficient ways of working, we've become one of the fastest growing supermarkets in the UK. We've won plenty of awards and plaudits, too. Not just for our products and services, but for what we offer as an employer.

Take our 3 year Apprenticeship Programmes, a proven springboard to success for young people. If you like the sound of running your own store one day, then our Stores Programme is perfect. It's packed with challenges – each one a chance to show just how good you could become.

If you're more interested in how goods move from supplier to customers, then Logistics is for you. It's a fascinating, complex side of the business with a clear career path ahead.

To make the grade, you do have to enjoy working really hard (trust us, it gets super busy). But if you're determined and ambitious, you'll be in the right place to build your character and confidence, as well as your experience and skills. There's a great hourly rate on offer as well (we're known as generous payers) and the chance to progress to a management position at the end of your apprenticeship.

#### **Programmes**

#### School Leaver Programme

#### Entry requirements:

Maths and English GCSE minimum grade C (or equivalent).

#### Qualifications & Training:

NVQ Level 2 in Retail, NVQ Level 3 in Retail Management or NVQ Level 2 in Warehousing & Storage, NVQ Level 3 in Warehousing & Storage.

#### Deadline:

Application window opens on 6th March 2017 and closes on 6th October 2017.

"If you're determined and ambitious, you'll be in the right place to build your character and confidence, as well as your experience and skills. There's a great hourly rate on offer as well (we're known as generous payers) and the chance to join on a permanent basis once you've completed the apprenticeship."

#### 600

Retail & Logistics
Apprentice opportunities.

£5.40 per hour Rising to £7.85 in year three.

#### Did you know?

Aldi was named Grocer of the Year 2016 in the Grocer Gold Awards.

#### Locations

We have roles available in the following locations;

Nationwide for Retail. England and Wales for Logistics



#### For more information



www.aidirecruitment.co.uk/apprentices



@AldiCareersUK



www.fb.me/AldiCareersUK





#### **Programmes**

#### Level 3 Apprenticeship **Programme**

#### Entry requirements:

5 GSCE's or equivalent. grades A-C (inc. Maths &

#### Qualifications & Training:

Professional, knowledge & technology certifications in an innovative learning environment.

#### Deadline:

Visit our website for

#### Level 4 Apprenticeship Programme

#### Entry requirements:

grades A-C (inc. Maths & English), plus 2 A-levels.

Qualifications & Training: Professional, knowledge & technology certifications in an innovative learning

#### Deadline:

Visit our website for

# 51st

# **Atos**

Reviewed 7.73 / 10 by 39 school leavers

Your digital journey starts here.

We're more than just a global leader in digital services. We're the technical and business expertise behind some of the most influential businesses in the world. We guide our clients through digital transformations, and we'll guide your career on our apprenticeship programme.

Our Business Technologists have a deep understanding of the challenges and opportunities inherent in the industries and cultures they support worldwide. As the worldwide IT partner of the Olympic Games, our people deliver inventive products and services on an extraordinary scale, under the scrutiny of the entire world.

We employ 100,000 people in 72 countries, and each year we hire apprentices right across the UK. Join us and you can help us bring together people, business and technology to develop digital journeys worldwide.

We're looking for talented apprentices to join us in 2017. Our range of schemes cover a variety of disciplines, so whether you're commercially minded or have a flair for technology, we're with you all the way, nurturing your talent, developing your potential and helping you achieve your ambitions.

"Join us and you can help us bring together people, business and technology to develop digital journeys worldwide."

Number of school leaver opportunities.

#### Competitive

#### Did you know?

Atos took 0.3 seconds to deliver results globally for Rio 2016 Olympic Games. Atos powers over 2000 tweets every second.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@AtosCareersUKI

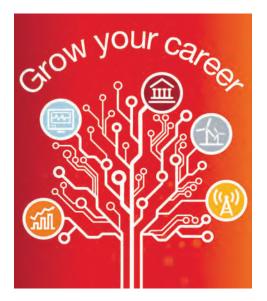


www.fb.me/AtosCareersUKI

# Embark on your digital journey

Apprenticeship programmes 2017





# 61st



#### Reviewed 7.63 / 10 by 43 school leavers

CGI is a global business with 68,000 professionals in hundreds of locations across the Americas, Asia-Pacific and Europe who provide end-to-end IT and business process services that facilitate the ongoing evolution of our clients' businesses. As a school leaver. you will work on our real life projects, meaning that you can shape and develop your career choosing different roles and career paths across our different business units.

For all of our School and College leavers we offer permanent, full-time careers so there is no worry about finding a job when you complete the programme. We also cover all tuition or training fees and the resources you need such as books and materials. When you join the company you are also given a laptop and mobile phone.

The application process is simple. Once you have completed the online application form, we'll review it and if you meet our business requirements, we'll invite you to attend an Assessment Centre at one of our CGI offices. After the Assessment Centre, if you are successful and haven't yet obtained your grades, we'll make you a conditional offer. If you have obtained your grades, we'll make you a confirmed offer.

#### **Programmes**

#### Higher **Apprenticeship Programme**

#### Entry requirements:

64 UCAS points (160 UCAS under the old tariff) from 2 A Levels or equivalent.

#### Qualifications & Training:

Apprenticeships are a level 4 qualification; training you in key areas of our business.

#### Deadline:

We recruit continuously.

#### Degree Apprenticeship

# Entry requirements: tariff) from 3 A Levels or

Qualifications & Training: Apprenticeships offer you free, whilst starting your

#### Deadline:

Applications open.

"Join us as an apprentice and not only will you enjoy the benefits of a permanent, full time employment contract but you can look forward to the structured training, hands-on learning and the support and encouragement you need to get your career off to a strong support"

Number of school leaver opportunities.

#### £14,100

Salary per annum.

#### Did vou know?

CGI was the security architect for Britain's Skynet 5 military communications satellite system and we have continued to support this system since 2007.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@CGI\_UK\_Students



www.fb.me/CGISponsoredDegree

# Step up to a better career H H H H

#### On a School Leaver programme with CGI

They say the ladder of success is never crowded at the top. At CGI we're offering you a unique opportunity to find out. We're a company that each day enables the transfer of £3 trillion, protects against 43 million cyber-attacks, drives two thirds of the world's SMS messages, helps satellites journey into space, and who employs 68,000 professionals in 40 countries across five continents.

And right now we're on the lookout for talent – students and school leavers, people who are passionate about technology and hungry to learn. You'll be proving yourself from day one – solving problems, taking responsibility, making decisions, working on classified mission-critical projects. And with open-ended prospects for advancement, you'll have every opportunity to reach the top. We also have a Degree Apprenticeship/Grad Level Apprenticeship where you can study towards a degree in Business or IT while you are working and earning a salary.

#### Ready to step up?

If you've got what it takes to succeed with CGI, we're here to support you all the way.

To learn more about our exciting student apprenticeship programmes, visit: cgi.com/careers









#### 58 The Civil Service Fast Track Apprenticeship / Public Sector



# 67th



#### Reviewed 7.19 / 10 by 39 school leavers

The Civil Service helps to keep the UK prosperous and secure, supporting the governments we serve in implementing their commitments and delivering high quality services for the public.

We are united by a strong sense of public service and our enduring values - integrity, honesty, impartiality and objectivity - run through all that we do.

Civil Servants work on things you just don't get to do anywhere else; from education, health and public safety to border control and cyber security we do it all.

In a nutshell, we're working to make everyone in Britain happier, healthier and safer.

The Fast Track apprenticeship is:

- A two-year apprenticeship (level 4)
- · A genuinely rewarding alternative to university - and one without the fees and debt at the end of it!
- · A fast track programme that not only brings you into the Civil Service but gives you the tools to keep progressing in your career

#### **Programmes**

#### Higher Apprenticeship Programme

#### Entry requirements:

Minimum 5 GCSEs A\* to C including English Language and Maths (or equivalent). A Levels are required for some roles, refer to our website for more information.

#### Qualifications & Training:

You will receive a Level 4 qualification.

#### Deadline:

Please see the website for more information.

"My skills have developed tremendously and I have flourished as an individual and as a potential leader in the Civil Service. The scheme has been truly rewarding." Aliane Umuhoza.

#### 500+

Number of school leaver opportunities.

£19,500 - £27,000 Salary per annum.

#### Did you know?

We employ over 420,000 people from across the UK

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@CSFastTrackApp



www.fb.me/CSFastTrackApp





#### What is the Civil Service?

The Civil Service helps the government of the day develop and carry out its policies. We also deliver vital services which help people across the country and from all walks of life.

#### What makes a typical civil servant?

There's no such thing as a typical civil servant - we work in just about every town and city in Britain, and we come from every background you can think of. In fact, the things that make you unique are exactly what we like to see in our workforce. We want the Civil Service to reflect the society it serves.

#### After your apprenticeship

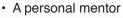
After successfully completing your Level 4 apprenticeship, you'll be a permanent employee of the Civil Service.

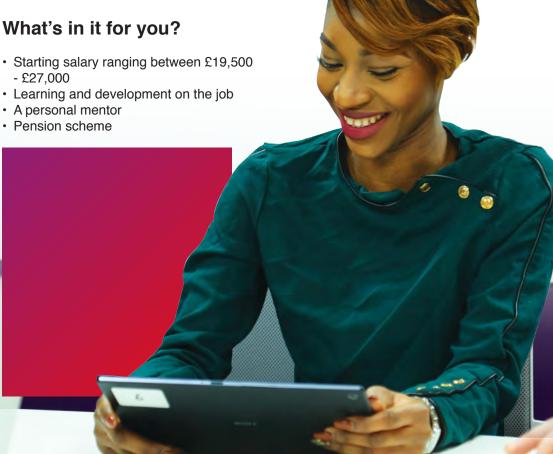
You'll be able to apply internally for roles on the Civil Service Jobs website. You can further develop your skills or learn entirely new ones using the courses and resources offered by Civil Service Learning. In many cases, you'll be able to gain further accreditation in your field and you'll be supported in taking your career in any direction you like.



Starting salary ranging between £19,500

· Learning and development on the job





#### 60 EY / Accountancy, Finance



21st



#### Reviewed 8.32 / 10 by 109 school leavers

EY is one of the biggest and most exciting professional services firms in the world. But what does 'professional services' actually mean, and what do we really do?

Our people use their business skills to advise our clients on how they can make better decisions on how their businesses are run. We work with small business owners, huge multinational organisations, exciting start-ups even governments.

#### "Vision 2020 is our ambition to become the most distinctive professional services organisation."

We have a purpose too, a big idea that we all believe in and work towards: everything we do is geared towards building a better working world. The school leavers who join us have a bold vision for their future. We do too. Vision 2020 is our ambition to become the most distinctive professional services organisation.

EY is divided into four different areas, we call these our service lines. Each of them helps clients with different questions and issues. Because business issues are often interconnected, EY people in different services lines share their skills and knowledge with each other.

#### **Programmes**

#### Higher Apprenticeship **Programme**

Entry requirements: 3 A Levels, 5 Scottish Highers, or equivalent.

Qualifications & Training: Ready for a career straight from school? Apply to the EY Business Apprenticeship. You'll receive world-class coaching and support, and, when you qualify, you'll have the same you'd study for after

Deadline:

Vacancies remain open until filled.

#### Work Experience Programme

Entry requirements: Varies per scheme.

Qualifications & Training:

Academy is a fun and intensive week that builds your business skills in a professional environment where you'll be treated as

Deadline:

Number of school leaver opportunities.

#### Up to £21,500

Salary per annum.

#### Did you know?

Ranked No.1 professional services employer by Universum in the '2016 World's Most Attractive Employers' ranking

#### Locations

We have roles available in the following locations;

Edinburgh, Newcastle, Luton, Reading, Bristol, Cambridge, Aberdeen, Glasgow and more



#### For more information





@EY\_SchoolsUK



www.fb.me/eyukcareers



#### **Grant Thornton / Accountancy, Finance**



#### **Programmes**

# School Leaver Programme

Entry requirements: no minimum academic requirements.

Qualifications & Training: All our trainees complete a professional qualification and work towards becoming fully qualified business

## advisers. Deadline:

Ongoing, apply now to avoid disappointment.

## Work Experience Programme

Entry requirements: no minimum academic requirements.

Qualifications & Training: Combination of online, offline development programmes plus a buddy and mentor to help unlock your potential.

Deadline: We'll be hosting various work experience programmes throughout 2017. See website for details

# 46th



#### Reviewed 7.95 / 10 by 38 school leavers

If you're eager to make your way straight from school into the world of work, or simply want to change professions, our Accelerate programme could be for you.

Our Accelerate programme enables you to gain real work experience on a par with graduate trainees, earn a competitive salary from the outset and work towards a professional qualification. With commitment and hard work you could be fully qualified within five years, a year earlier than if you were to join our graduate programme. You'll join us in one of our audit or tax teams, you'll be doing real work from the outset with clients in a wide range of sectors, developing the skills and business knowledge you need to become a professionally qualified business adviser.

You'll join an innovative and ambitious global organisation, providing business and financial advice to clients from a wide variety of sectors and industries.

To apply you'll need a real passion for business and a desire to make an impact. To find out more, visit our website.

"You'll join an innovative and ambitious global organisation, providing business and financial advice to clients from a wide variety of sectors and industries."

#### 20

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did you know?

You don't need to be a recent school leaver to join the programme - anyone without a degree who has a passion for business can apply.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information



www.grant-thornton.co.uk/trainees



@GT\_STB



www.fb.me/GrantThorntonRecruitmentUK





Some advice just states the obvious. But the kind of insight that adds real value to dynamic organisations and drives a vibrant economy requires you to think and behave like an owner from day one. We've introduced a culture of shared enterprise. Shared ideas, shared responsibility and shared reward. If you want to kick start a career as a respected business adviser at the go-to firm for growth, here's our advice: visit www.grant-thornton.co.uk/trainees

Careers in audit, tax and advisory

#### 64 Harrods / Retail





#### Reviewed 8.10 / 10 by 22 school leavers

Harrods is the largest department store in Europe and is the definition of luxury retail. Our single site in Knightsbridge is iconic and attracts over 15 million visitors each year. As part of our commitment to supporting and nurturing future talent, Harrods offers an 18-month school leaver programme, immersing trainees in the world of luxury retail.

All trainees will complete 3 shop floor placements, each lasting 6 months in length. Every rotation will focus on a key area within our store, ranging from Food Halls to fashion. A bespoke training programme will be created for each trainee, with a mentor to give additional guidance and insight into life at Harrods.

On completion, School Leavers will have the tools they need to succeed, and the opportunity to embark on a fast-track career on Harrods' shop floor.

#### The Details

If you have just completed, or are about to complete your A levels and have a keen interest in luxury retail, leadership and teamwork, our School Leaver Programme could be the perfect opportunity for you! A great alternative to University, our programme offers a comprehensive 18 month rotational placement scheme that walks you through our entire business, from selling to transactions, management to distribution.

#### **Programmes**

#### School Leaver Programme

#### Entry requirements:

Completing A-Levels or equivalent or completed in the last academic year and GCSES A\*-C in English and

#### Qualifications & Training:

The opportunity to embark on a fast-track career on Harrods' shop floor specialising in Sales or Retail Management.

#### Deadline:

Opening: 02/01/2017 - Deadline: 31/01/2017.

"All trainees will complete 3 shop floor placements, each lasting 6 months in length. Every rotation will focus on a key area within our store, ranging from Food Halls to fashion."

Number of school leaver opportunities.

#### Up to £20,000

Salary per annum.

#### Did you know?

At the end of Oct 2016, 263 of our Sales Associate Millionaires were responsible for combined sales of over £550million!

#### Locations

We have roles available in the following locations;

London, Knightsbridge



#### For more information





@HarrodsCareers



www.fb.me/harrods



#### Why the Harrods Retail Academy?

It was everything I was looking for. Not only is Harrods one of the most amazing department stores, but the idea of 3 different 6 month rotations also appealed to me, as I love to continuously learn & progress.

#### How would you sum up the programme?

It's the perfect way for passionate and dynamic individuals to kick start their career in retail management.

#### What opportunities has it brought you?

Working with the best brands in the world, serving prestigious clients & successfully delivering 3 retail projects.

#### Most memorable moment?

It would have to be taking a trip to the distribution centre at Thatcham and also the Harrods at Heathrow Terminals. It was really interesting to see the "behind the scenes" aspect of the business, and also to see how we lay out the Heathrow Terminals to suit our international customers shopping habits.

#### What did you find challenging?

Balancing training commitments with shop floor experience. Attending courses, preparing presentations, calling clients, visual merchandising and getting to know your brand is a lot to accomplish! I learnt the importance of prioritising, and now I carry a notepad and pen everywhere I go.

#### Best thing about working at Harrods?

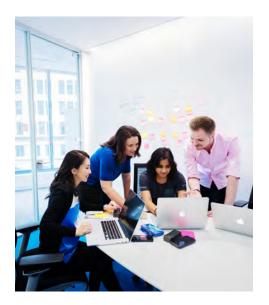
Every day is different, there's never a dull moment. I learnt new skills and systems and made friends for life.

#### 3 Top Tips for the Retail Academy

- 1. Commitment and dedication are key; with every new department, as you learn new skills, the workload increases.
- 2. Don't be afraid to network. Harrods is a large business. It's important to know who you can call for advice or help.
- 3. You need stamina! Working at Harrods is fast paced and demanding. Remember to maintain a positive and proactive approach.

Tweet us @HarrodsCareers with #FutureTalent for any further questions regarding our School Leavers programme. www.harrodscareers.com/future-talent





# 26th



Reviewed 8.29 / 10 by 41 school leavers

Join IBM. Make an impact.

From helping transform healthcare to improving the retail shopping experience, it's what IBMers do. Our work and our people can be found in all sorts of interesting places. Mathematicians, coders, and web designers contribute to creativity in the kitchen (Watson!), rerouting traffic jams, even designing the next generation fan experience in sports stadiums around the world. It's the kind of thing we've been doing for more than 100 years.

We offer two School Leaver programmes; the IBM Higher Apprenticeship, which is a full time permanent role with a starting salary of £18k, and the IBM Futures scheme, which is a 12-month paid gap year with a salary of £15k, these opportunities are available nationwide.

Working with us you'll have limitless opportunities to do exciting and meaningful work in an environment that rewards creative thinking and individuality. We'll place you straight into a full time role so you'll be the one in charge, putting forward ideas, taking on responsibilities and making choices about how you get the job done just like any other employee.

#### **Programmes**

#### Higher Apprenticeship **Programme**

Entry requirements:

64 UCAS points and 5 GCSEs (or equivalent) Grade 5-9 including Maths and English Language.

Qualifications & Training: Technical: OCR Level 4 Higher Apprenticeship. Business: OCR Level 4 Diploma and NVQ in Business and Administration.

Deadline: April 2017.

#### Gap Year Programme

Entry requirements: education and 5 GCSE Maths and English.

Qualifications & Training: A week-long induction in Summer 2017, with 20-30 which will give you a great initial insight to how we work.

Deadline:

"We'll place you straight into a full time role so you'll be the one in charge, putting forward ideas, taking on responsibilities and making choices about how you get the job done just like any other employee."

Number of school leaver opportunities.

£15.000 - £18.000 Salary per annum.

#### Did you know?

One of the scenes in the James Bond film 'Tomorrow Never Dies' were filmed at the IBM Bedfont office!

#### Locations

We have roles available in the following locations;

Winchester, Portsmouth, London. Warwick and Manchester



#### For more information

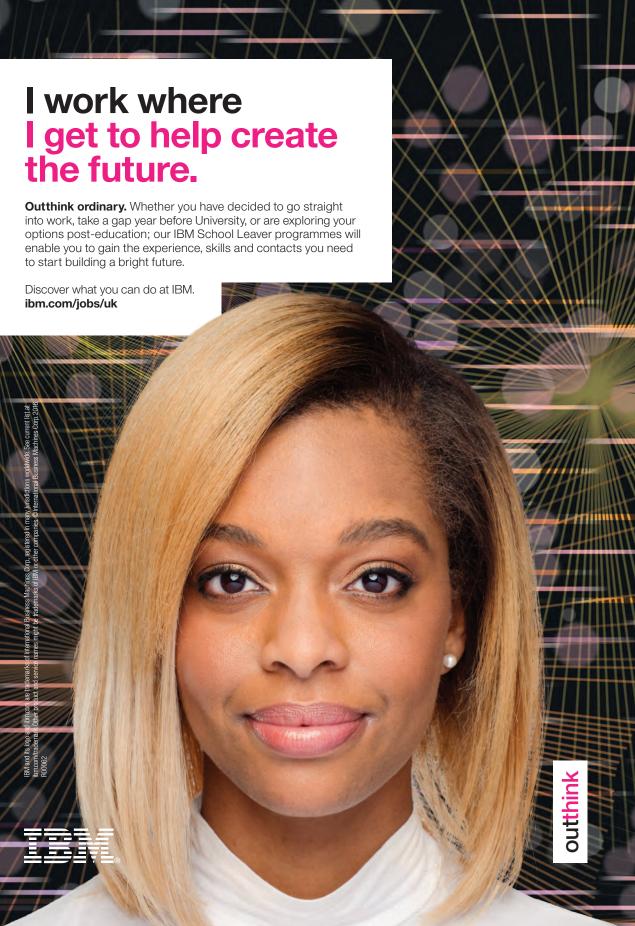




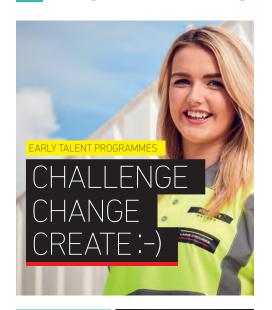
@IBMUKCareers



www.fb.me/IBMUKcareers



#### 68 Laing O'Rourke / Engineering, Construction





LAING D'ROURKE

#### Reviewed 8.07 / 10 by 55 school leavers

We design and build iconic buildings and complex infrastructure projects used by millions of people every day - and we're always looking to create structures that will help build a better future for everyone. There are different opportunities for those leaving school, and it's really dependent on what you want to achieve in the future.

#### School and College Leaver Programme (Degree Apprenticeships)

We've had a successful School & College Leavers programme for a long while, helping young people to gain the skills, experience and professional qualifications they need to progress with Laing O'Rourke. Today, we are going even further and helping to pioneer new degree apprenticeships. We pay for all your university fees, and there's even an achievement award when you complete the relevant professional qualification.

#### Apprenticeship+ Programme (technical & trade apprenticeships)

We also offer apprenticeships which give you the chance to develop a broad set of technical and trade skills, while achieving a recognised qualification. We are recruiting electricians, heating and ventilation fitters, formwork carpenters, scaffolders and steelfixers mainly in London and the South East. Sheffield. Birmingham and the North West.

#### Programmes

#### Intermediate Apprenticeship **Programme**

#### Entry requirements:

3 GCSEs (preferably in Maths, English and Science).

Qualifications & Training: Level 2 or 3 NVQ with the possibility of an HNC in the technical routes.

#### Deadline:

Applications opening in March and then on going.

#### School Leaver Programme

#### Entry requirements:

From 96 UCAS points (see website for more

Qualifications & Training: HNC Level 4 or up to BSc

#### Deadline:

Applications open November - March.

"While excavating on the Crossrail project at Liverpool Street Station, we came across a grave dating back to 1665 and the Great Plague of London. The bodies of those 30 unlucky people are now helping archaeologists understand more about the deadly disease. And we're back building the brand-new ticket hall."

#### 100

Number of school leaver opportunities.

Industry-high rate of hourly pay Salary per annum.

#### Did you know?

There have been some amazing changes in the way the construction industry works. Today, we are using complex computer modelling, nanotechnology and even drones!

#### Locations

We have roles available in the following locations;

London, South East, Edinburgh, Manchester and North West. Midlands, Worksop and Somerset



#### For more information





@Laing\_ORourke



www.fb.me/earlytalentLOR



LAINGOROURKE.COM/CAREERS



#### 70 Lloyds Banking Group / Banking, Finance



#### Programmes

#### Intermediate Apprenticeship Programme

Entry requirements: Proficient in English and

Maths (GCSE Level). Qualifications & Training:

Level 2 certificate in **Providing Finance** Services, Business Administration or Level 2 Diploma in IT User Skills.

Deadline:

Visit website for specific

Advanced Apprenticeship Programme

Entry requirements: Maths (GCSE Level).

Qualifications & Training: **Providing Finance** Services or Level 3

Deadline:

Visit website for specific

48th



#### Reviewed 7.93 / 10 by 93 school leavers

Lloyds Banking Group is a financial services group that's been serving communities in the UK for hundreds of years. With some of the most recognised brands in the nation, we provide trusted services to over 30 million UK customers and 12 million online users. And the numbers continue to grow.

That's why we're looking for the next generation of talented, ambitious and inspired individuals to join our business that's as diverse as the population of Britain.

Our apprenticeship opportunities range from shaping strategy to leading digital and IT innovation; from interpreting financial figures to helping high street customers. Whatever your interests, they're designed to help you embrace your passions and strengths - and discover new ones – in a learning culture that fits around you.

Join us, and you'll find your development is our priority. You could achieve higher education and professional qualifications and you'll be supported by mentors and experienced business leaders to develop as a person and a professional. Wherever you work, you'll discover an inclusive, collaborative and openminded culture.

Discover what matters to you on a Lloyds Banking Group Apprenticeship.

#### Higher Apprenticeship Programme

Entry requirements: Educated to A level standard.

Qualifications & Training: Varies depending on programme; some include professional qualifications in addition to the apprenticeship qualification.

Deadline: Visit website for specific details.

#### 1000

Number of school leaver opportunities.

Starting from £15,000 and above Salary per annum.

#### Did you know?

Did you know 20% of the UK's new business start-ups are supported by us?

#### Locations

We have roles available in the following locations;

Nationwide including London, Bristol, Leeds. Manchester, Edinburgh



#### For more information





@LBGTalent



www.fb.me/discoverwhatmatters







# "I'M DISCOVERING HOW TO ACHIEVE MY GOALS."

XAVIER, STRATEGY ACE

A Lloyds Banking Group Apprenticeship is a brilliant way to go straight from education into a rewarding career. You'll earn regular money in a permanent job with full benefits and no student debt. You'll have financial freedom from the start. Like Xavier, you'll be able to make plans and achieve goals. You'll discover what you're good at and passionate about, and you'll be surprised at how diverse we are in the people we employ and the roles we offer. Xavier's going places as a Fraud Investigator on our Advanced Apprenticeship, bringing his flair for strategy and tactics from the football pitch to the workplace. And just like all our apprentices, he's doing it his way, with expert support from us.

APPRENTICESHIPS WORTH DISCOVERING Iloydsbankinggrouptalent.com

♥ @LBGtalent @@lbgtalent ¶@discoverwhatmatters

#### 72 PwC / Accountancy, Business, Consulting, Technology



# 10th



#### Reviewed 8.59 / 10 by 146 school leavers

You're studying at college or sixth form, but there's also a lot of focus on what's next. We know you have career goals and ambitions. But do you decide to start your career now or go to university? Perhaps you want to explore new opportunities. You know you have to start work at some point, but when is the right time, and what is the right path? Whatever you choose, it has to be right for you. Whether you're ready for a career right now, or in a few years, we've got real opportunities for those who want to learn, adapt, be challenged and grow - no matter what your background. You want to be the best that you can be, and we want that too.

#### Who we are

We're one of the world's leading professional services organisations. From 157 countries, we advise some of the most successful organisations, entrepreneurs and private businesses. We tackle lots of different issues for loads of different organisations, entrepreneurs and private businesses. We help with big deals and big changes to their structures and businesses. We advise them on tax. We make sure they're getting the most out of their IT. We help them plan ahead to manage risk, make sure they're sustainable, and profitable. Everything to do with measuring, protecting and enhancing what matters most to our clients.

#### **Programmes**

#### School Leaver **Programme**

Entry requirements: 112 UCAS tariff (96 for Tax) from up to 3 A Levels (excluding General Studies) or equivalent.

Qualifications & Training: A nationally recognised business area.

#### Deadline:

You can apply for this vacancy all year round. Apply early to avoid disappointment.

#### Sponsored Degree Programme

Entry requirements: 136 UCAS tariff or

Qualifications & Training: On the 4-year course complete 12/15 ICAEW Chartered Accountant (ACA) exams alongside paid term-time PwC

Deadline: Apply through UCAS by mid-January.

#### Work Experience Programme

Entry requirements: In Year 12 (or Year 13 in NI) and on track for a 96 UCAS tariff.

Qualifications & Training: Enjoy a national induction with other work experience students, 3 days shadowing a junior staff member at PwC and a real client project.

Deadline: Deadline driven recruitment. Applications open late January.

#### 450

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did you know?

Over 180 students joined us last year on our actionpacked Business Insight Week, a work experience programme available for Year 12 (or Year 13 in NI)

#### Locations

We have roles available in the following locations;

18 offices across the UK



#### For more information





@pwc\_uk\_careers



www.fb.me/pwccareersuk





Get a Head Start, join from school or college

Business Insight Week, Career Open Days or jobs

Go to uni and give your career a Flying Start

Flying Start degree programmes No matter which path you choose...

Do work experience as an undergraduate

Talent Academy, Internships, Business Placements ...there are no limits as to how far you can go and how much you can achieve.

Join us as a graduate

Graduate Work Placements or jobs

# Take the opportunity of a lifetime

Traditionally, there's only been one route when school comes to an end. University. Degree. Career. But things have changed. Our school leaver programme, just like our graduate programme, offers structured career development as well as learning on-the-job, and study towards business qualifications. Like a graduate, you'll get to work with all sorts of companies – helping them measure their performance, improve the way they work and tackle their commercial challenges. So whichever path leads you to us, and we have a few, we'll take your career further. Join PwC. We'll help you realise your potential.

#### pwc.com/uk/schools



/pwccareersuk



@pwc\_uk\_careers





#### 74 Savers / Retail







#### Reviewed 8.60 / 10 by 26 school leavers

In Savers, our mission is to retail the most competitively priced health & beauty and home products on the high street, from a clean crisp contemporary store setting with friendly, efficient and trained colleagues.

We know that it's our people who drive our success. So we reward colleagues who make a difference in every way, whether that's in customer service, team work, community work, supporting the business and generally going the extra mile.

Our Apprenticeships are all about learning on the job. You'll be a full-time team member for 12 months and during that time, you'll also work through a programme of learning that relates to your job as a Sales Assistant, completing a Retail Skills Level 2 Apprenticeship earning you a nationally recognised qualification. Success in this role could enable you to take your next step with us, we have a strong desire to promote from within and reward the highest achievers.

To come on board as a Savers Apprentice Sales Assistant, you would ideally have a passion for retail and customer service and demonstrate a willingness to go that extra mile and succeed.

#### **Programmes**

#### Intermediate Apprenticeship Programme

#### Entry requirements:

Maths and English GCSE at grade D or equivalent.

#### Qualifications & Training:

Certificate in Retail Skills Level 2 or Diploma in Customer Service Level 2.

#### Deadline:

Vacancies all year round.

"To anyone thinking of doing an apprenticeship, you should go for it, your Savers journey doesn't have to stop at Sales Assistant. The opportunities are there"

Whitney Eldred, Savers Apprentice of the Year

Number of school leaver opportunities.

#### £5 per hour

From £5 per hour dependent on location

#### Did you know?

In 2016 Savers was awarded a 1 Star accreditation as a Sunday Times Top 25 Big Companies to work for, recognising our ongoing commitment to our people.

#### Locations

We have roles available in the following locations:

Nationwide



#### For more information







# Be part of something BIGGER

An Apprenticeship with Superdrug or Savers, part of A.S. Watson's global group, is a fantastic way to kick-start your career!



Kick-start your career!

www.savers.jobs



A.S. Watson Group





#### Stannah Group / Engineering, Mobility



# 69th

#### Stannah

#### Reviewed 6.93 / 10 by 11 school leavers

We take care of our customers, our people and our products. Choosing to study for an apprenticeship with Stannah can be both an inspiring and rewarding way to start your career. As an apprentice, you can expect support to achieve your potential and know that no two days will be the same.

Whether you have been with Stannah for 4 weeks or 40 years, you can expect to always be learning and exploring new challenges. The success, talent and skillset of our people is vital to Stannah, so we believe in providing an inspiring environment and modern facilities.

Stannah offer all kinds of apprenticeships in all areas of the business. With apprenticeships out in the field, at our manufacturing sites and in our engineering teams we have opportunities to nurture a wide range of talents from NVQ through to degree level. Apprenticeships have always played a part in our business and today a number of our directors started their careers as apprentices with us.

Join us at Stannah for a career pathway that is both fulfilling and rewarding. For more information on our apprenticeships, visit www. stannah.com/work/apprenticeships or contact us by emailing grouphr@stannah.co.uk

#### **Programmes**

#### Advanced Apprenticeship Programme

#### Entry requirements:

3 A\*-C GCSEs including Maths and English.

#### Qualifications & Training:

Level 3 Certificate in Electrical or Mechanical Engineering and NVQ in Lift Maintenance and Repair.

#### Deadline:

End of March each year.

#### Higher Apprenticeship Programme

#### Entry requirements: Level 3+ NVQ or HNC in

Qualifications & Training: Qualification in Inspection and Testing of Lifts

#### Deadline:

Engineering.

End of March each yea

#### Sponsored Degree Programme

#### Entry requirements:

3 A-C A-Levels; minimum of 136 UCAS points based on 2017 entry tariff.

#### Qualifications & Training:

Honours Degree.

#### Deadline:

End of March each year.

#### 30

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did you know?

We install, refurbish and maintain products in train stations, schools, shops, museums, cinemas, restaurants, hotels, ships, palaces, hospitals and housing.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information



www.stannah.com/work/apprenticeships



@stanna



www.fb.me/stannahstairlifts



Here at Stannah we've been keeping goods and people moving since 1867. Joseph Stannah founded the business making cranes and hoists in the docks of London and now, five generations and 150 years later, we are the leading independent lift business in the UK. In addition to our world famous stairlifts we have a wide range of commercial products from passenger lifts, to escalators, microlifts and loading systems that make life easier in hospitals, schools, restaurants, retailers, transport hubs and heritage sites around the country.

As a family run business with a significant R&D budget, we offer a stable yet dynamic working environment with huge ambitions for our next 150 years. Why not get in touch now and find out more by emailing grouphr@stannah.co.uk?

#### Meet the family





















Stairlifts Homelifts

Platform lifts

Passenger lift

good lifts

Service and

Bespoke lifts

**Escalators** and moving walkways

**Loading systems** 

Lift refurbishments. service and repair





#### 78 Superdrug / Retail



# 15th



#### Reviewed 8.43 / 10 by 28 school leavers

Superdrug is part of the AS Watson Group and is the UK's 2nd largest beauty and health retailer.

Our Retail Apprenticeship is all about learning on the job. As a Sales Adviser, you'll help with every aspect of creating a great customer experience, from helping customers to ensuring shelves are stocked and the store is welcoming and attractive. You'll get an insight into ordering, merchandising and our entire organisation and also work through a programme of learning that relates to your job, gaining a nationally recognised qualification in Retail Skills at Level 2.

To succeed, you will want to shine.

You might not have retail experience. But like us, you like people. You enjoy working as part of a team and you can see how you could help to make sure customers have the best possible experience in-store. You like looking ahead to see what's next, developing your skills and new opportunities excite you.

Most importantly, you're ambitious. You want to take every opportunity and use it to get to the next step. Here you'll find lots of chances for promotion and to develop a fast-moving career. We're looking for our Managers of the future. And it's very possible that they could include you.

#### **Programmes**

#### Intermediate Apprenticeship Programme

#### Entry requirements:

Maths and English GCSE grade D or equivalent.

#### Qualifications & Training:

Certificate in Retail Skills Level 2 or Diploma in Customer Service Level 2.

#### Deadline:

Vacancies all year round.

"Applying for the Superdrug Apprentice vacancy was the best decision I ever made. I would love to be able to progress and have told my Area Manager I am after his job!"

Harriett Haygreen, Superdrug Apprentice of the Year

Number of school leaver opportunities.

£5 per hour

From £5 per hour dependent on location

#### Did you know?

We are fortunate to belong to one of the world's largest and most successful corporations, CK Hutchison Holdings Ltd through their retail business A.S. Watson UK.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information







Numbers quoted are fo A. S. Watson Health and Beauty UK encompassing Superdrug Stores PLC and



...of our Apprentices think the programme is so good they'd recommend it to others



...over 750 new Apprentices have joined us in the last three years



...of our Apprentices say they want to do another qualification



We want to give our Apprentices the very best learning and our in house team has over 135 years experience

#### 80 Unilever / Fast Moving Consumer Goods (FMCG)



# 1st



#### Reviewed 9.04 / 10 by 78 school leavers

Do you want to kick-start your career in one of the world's largest consumer goods companies? Every day, two billion people in 190 countries buy and use our products including Persil, Dove, Magnum, Hellman's, Marmite and Lynx.

At Unilever, we give you the skills and support you need to unlock a bright future that's full of opportunities and new experiences. We offer different apprenticeships to take your career in exciting directions in Business, Technology, Science, Supply Chain and Engineering. Our apprentices get lots of hands-on training from experienced professionals and are given real responsibility to help deliver innovative ways to meet the everyday needs for nutrition, hygiene and personal care.

We look for individuals with plenty of drive and self-motivation that can bring a new perspective and fresh way of thinking to our business. You'll need excellent communication and teamwork skills and know how to organise a varied workload. You'll be able to contribute ideas, solve problems and think for yourself. It's easy to apply - simply go online and tell us about your education, experiences, activities, interests and career aspirations. From there, we'll be in touch to guide you through each step of the way.

#### **Programmes**

#### Advanced **Apprenticeship Programme**

#### Entry requirements:

Typically 5 GCSEs at grade C or above including English Language and Maths.

#### Qualifications & Training:

Various including **Business Administration** and Engineering.

#### Deadline:

Various - please see website.

#### Higher Apprenticeship Programme

#### Entry requirements:

including English and Maths & 2 A Levels.

#### Qualifications & Training: Various including Finance,

#### Deadline:

website.

#### Sponsored Degree Programme

Entry requirements: Typically 5 GCSEs including English and Maths & 3 A Levels.

Qualifications & Training: Varies by location across Business, Technology and Science.

Deadline: Varies - please see website.

#### 80+

Number of school leaver opportunities.

Competitive + benefits Salary.

#### Did vou know?

You'll find our products in the kitchens and bathrooms in 9 out of 10 UK homes (go on, have a look!)

#### Locations

We have roles available in the following locations:

Various locations including: London, South East, Wirral, Leeds. Bedfordshire and more



#### For more information





@UnileverUKapps



goo.gl/tjr08g





Do you want to work for a global business with lots of famous brands and innovative ideas?

Working in our forward-thinking business, you'll gain invaluable experience and be given real responsibility from the start!

\*\* MY APPRENTICESHIP HAS JUMP-STARTED MY CAREER.
I'M GAINING UNPARALLELED EXPERIENCE, A WEALTH
OF SKILLS AND KNOWLEDGE AND FORMING REAL
CONNECTIONS WITH INSPIRING PEOPLE WHO ARE
TRULY PASSIONATE TO HELP ME DEVELOP. \*\*

Samantha Whitbread, Business Administration





































#### 82 Virgin Media / Engineering, Telecoms, Digital Technology



# 23rd



#### Reviewed 8.30 / 10 by 44 school leavers

Virgin Media is part of Liberty Global plc, the world's largest international cable company. Together, both companies work to serve millions of customers across 30 countries. helping to connect people and enabling them to experience the digital world's endless possibilities.

Since the invention of the internet, digital technology has had an increasing impact on the way that people live. But it's not just technology that interests us. What matters is how technology can be used to improve lives and prospects. From TV and mobile to home phone and our famously fast broadband services, we are constantly opening up new possibilities for customers - helping to make their lives easier, fuller, and even more fun! And this is where we need you. Virgin Media has been a proud investor in apprenticeships since 2008, and are now on the hunt for new apprentices who'll help us stay ahead of the game. In return, our awardwinning scheme will put you at the heart of everything we do, from supporting you to study for your qualifications through to offering community projects and charity work.

We recruit at different times of the year for a number of our business areas, so visit our careers site to find out more about opportunities near you.

#### **Programmes**

#### Intermediate Apprenticeship **Programme**

#### Entry requirements:

3 GCSE's including English and Maths are desired but not essential.

Qualifications & Training: Level 2 Telecoms systems and principles, level 2 IT and Telecoms professional competency,

#### NRSWA. Deadline:

Ongoing throughout 2017.

#### Advanced Apprenticeship Programme

#### Entry requirements:

Qualifications & Training: and principles, Level 3 IT professional competency, NRSWA, ICT tech.

#### Deadline:

Ongoing throughout 2017.

#### Higher Apprenticeship Programme

#### Entry requirements:

2 A Levels' and 5 GCSE's including English and Maths.

#### Qualifications & Training:

HNC IT systems and principles, Level 4 IT and Telecoms professional competency, CCNA.

#### Deadline:

Ongoing throughout 2017.

#### 250

Number of school leaver opportunities.

#### Competitive salary

#### Did you know?

90% of our apprentices here at Virgin Media would not hesitate to recommend us to their friends. Pretty cool, eh?

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@virginmediajobs



www.fb.me/VirginMediaApprenticeships

# Virgin Media is growing. Grow with us.

Through Project Lightning, Virgin Media is extending its unrivalled network to reach 4,000,000 more homes and businesses in the UK. By 2020, we aim to serve almost 10 million customers in the UK and Ireland.

Lightning is the country's biggest ever network expansion plan – and we'll be calling on all our talent to pull it off. As part of our apprenticeship programme, you could play a key role in helping us connect more customers to everything and everyone they love.



Find out more about our apprenticeship programmes at careers.virginmedia.com/early-careers

#### 84 Accenture / Consulting, Technology



# 36th

# accenture

#### Reviewed 8.19 / 10 by 38 school leavers

Everybody learns differently and university isn't right for everyone. Our apprenticeship schemes give you the chance to start a career right now and learn on the job as well as through structured training over the course of three or four years. You'll earn a salary while gaining a professional qualification, with plenty of support along the way. In short, it's the best of both worlds.

You might not ever have heard of us, but the chances are you will already have seen our work in action. We're one of the world's leading consulting and technology companies. Or, to put it another way, we work with businesses, governments and communities to help them get fitter, faster and more efficient. Most of the time that means working with the latest technologies.

We offer both Trailblazer IT Apprenticeships and Degree Apprenticeships where you'll work with industry experts and innovative technology. In either case, what you actually work on will vary depending on which projects will suit your development, and where our business needs lie.

#### **Programmes**

#### Degree Apprenticeship Programme

#### Entry requirements:

Trailblazer IT Apprenticeship - You don't need any specific qualifications to apply for this scheme.

Degree Apprenticeship - 200 UCAS points across at least one STEM subject or equivalent.

#### Qualifications & Training:

Trailblazer IT Apprenticeship - The Trailblazer IT Apprenticeship lasts for four years and leads to a BSc Digital & Technology Solutions.

Degree Apprenticeship - This apprenticeship lasts for three years and you'll gain a BSc Digital & Technology Solutions.

#### Deadline:

Check accenture.com/ukapprentices.

"We offer both Trailblazer IT **Apprenticeships and Degree** Apprenticeships where you'll work with industry experts and innovative technology."

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did you know?

Accenture has been on FORTUNE's list of the 100 Best Companies to Work For eight years running.

#### Locations

We have roles available in the following locations;

London



#### For more information





@accentureukjobs



www.fb.me/AccentureUK



# 63rd **ATKINS**

#### Reviewed 7.52 / 10 by 19 school leavers

Atkins is one of the world's most respected design, engineering & project management consultancies. We build long-term trusted partnerships to create a world where lives are enriched through the implementation of our ideas. Our strength lies in the breadth & depth of our technical expertise which enables us to provide practical solutions to the most complex challenges for clients in a wide range of sectors.

If you join us you'll be working with people who thrive in our strong team environment & are committed to doing more than what's expected to provide exceptional solutions for our clients.

Our teams provide multidisciplinary technical expertise across many sectors including: Environment, Water, Defence, Transportation, and Infrastructure. Proud to be part of the Atkins group, Faithful+Gould also offer opportunities in surveying and project management, they advise on some of the world's most exciting construction related projects.

Our projects are varied, sometimes high-profile & often challenging. This means our people's career opportunities are diverse & always interesting!

At Atkins and Faithful+Gould you'll become a key part of the team straight away & receive mentoring & support to help you get to where vou want to be.

#### **Programmes**

#### Advanced **Apprenticeship Programme**

#### Entry requirements:

5 GCSE's or equivalent including a minimum of a B in Mathematics.

#### Qualifications & Training:

One day at your local college, you'll study towards a Level 3 qualification which is equivalent to 2 ALevels.

#### Deadline:

September – flexible to

#### Higher Apprenticeship **Programme**

#### Entry requirements:

3 A levels grade C & with a minimum of two A levels or equivalent.

Qualifications & Training: You'll study towards APM's internationally recognisable Higher Apprenticeship (Level 4).

#### Deadline:

September – flexible to

#### Degree Apprenticeship

Entry requirements: A minimum of 230 UCAS Points from your pre-University education.

Qualifications & Training: At least 1 day a week at college. You'll receive an Atkins & college mentor and also a buddy to support you through the programme.

Deadline: September – flexible to business needs.

Number of school leaver opportunities.

£12,000 - £21,000

Salary per annum.

#### Did you know?

Our Chairman started his career as an apprentice so it really is at the heart & soul of what we do here.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@atkinsnextgen



#### BDO / Accountancy, Audit, Tax







#### Reviewed 8.19 / 10 by 47 school leavers

BDO is one of the UK's largest accountancy and business advisory firms providing advice and services to high-growth, entrepreneurially-spirited and ambitious business within the UK and worldwide. We hire people who can rise to a challenge, who have colourful personalities as well as brilliant skills, and who can take the initiative to find creative solutions. We offer School Leaver and Summer School Programmes across Audit, Tax, Advisory and Financial Services.

If you want to join a firm where you can make real progress, then ours is the ideal size. In the UK we operate from 18 offices, covering all major business centres across the country, employing nearly 3500 people and generating £400m in revenue. Globally we are a \$7bn business operating out of 158 countries. This creates vast scope for you to develop, and to discover the specialism in which you'd most like to work.

Our School Leaver Programme combines work experience with study towards your professional qualifications. The firm provides constant support to make sure you are never out of your depth. It all adds up to a colourful world of choice.

#### **Programmes**

#### School Leaver Programme

Entry requirements: 3 A Levels or equivalent at A\*-C (excluding General Studies and Extended Projects) (obtained or predicted). To apply for our Summer School Programme - You should be in year 12 at school or college and should be on course to achieve 3 A-Levels.

Qualifications & Training: Depending on your route, you could study towards qualifications in CFAB, AAT, ATT and go on to study for your ACA, ACCA, CTA.

Deadline: Applications open for 2017 programmes.

"I received training which allowed me to specialise in my chosen field and had the opportunity to work with very experienced professionals and learn from them. Overall, I have been offered a lot of responsibilities despite being only a year in the firm and have laid a solid foundation for my personal and professional development for the future."

#### 140

Number of school leaver opportunities.

#### Competitive

Salary per annum
+ comprehensive benefits
package

#### Did you know?

We are very proud to have been named Global Accountancy Firm of the Year at the recent 2016 British Accountancy Awards which we believe is a great achievement

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information



www.bdoschoolleavers.co.uk/Home



@BDO\_Trainees UK



www.fb.me/BDOTraineesUK

#### BMW Group / Engineering, Manufacturing 87



# 52nd



#### Reviewed 7.72 / 10 by 37 school leavers

At BMW we make exceptional cars and motorcycles, such as the i8 which are redefining our industry. We have outstanding factories containing the very latest production technology.

Our world-wide sales have more than doubled in the last fifteen years. In a world of financial instability we are sustainably profitable. We are able to do these things because of our employees. The people who market, design, develop and test our products, who build, maintain and operate our production systems and who sell, finance and service our cars are the key to our continued success.

At BMW we believe and invest in our apprenticeships. As we have grown we have built factories across the globe, every one of which has established an apprenticeship programme and which, altogether, take on more than a thousand apprentices every year. Our apprenticeships are continually being improved, they span a wide range of business areas, offer extremely high quality training and provide access to higher level qualifications. If you have an enthusiasm for problem solving, working in teams and constant challenges and variety in a fast paced environment, a BMW apprenticeship could be the first part of a fantastic career.

#### **Programmes**

#### Advanced **Apprenticeship Programme**

#### Entry requirements:

5 GCSE's at Grade C or above, including English and Maths at grade 6 or above.

#### Qualifications & Training:

**Employers Units of** Competence, supported by a BTEC National Certificate, followed by a level 3 NVQ based qualification.

#### Deadline:

January - March 2017.

#### Level 5/6/7 Apprenticeship

#### Entry requirements:

above, including English and Maths at grade 6 or above. Ideally 2 A Levels at grade C or above.

Qualifications & Training: a combination of

#### Deadline:

January - March 2017.

"The people who market, design, develop and test our products, who build, maintain and operate our production systems and who sell, finance and service our cars are the key to our continued success."

Number of school leaver opportunities.

£12,000 - £20,000 Salary per annum.

#### Did you know?

BMW was founded in Munich in 1916 and, therefore, became 100 years old in 2016, but BMW's oldest factory - MINI Plant Oxford was founded 3 years earlier in 1913.

#### Locations

We have roles available in the following locations;

Oxford, Swindon, Birmingham, Goodwood



#### For more information





www.fb.me/bmwcareersuk

#### 88 Capgemini / Consulting, Technology



#### **Programmes**

#### Degree Apprenticeship

#### Entry requirements:

7 GCSEs including English and Maths at A-C.

#### Plus one of:

- 3 A-Levels at CCC or above (actual or predicted)
- BTEC at PPD or above (actual or predicted)
- · Completed Advanced Apprenticeship

#### Qualifications & Training:

BSc (Honours) in Digital & Technology Solutions.

#### Deadline:

Sept 2016 - August 2017.

# 2nd



#### Reviewed 9.00 / 10 by 83 school leavers

We often describe Capgemini as "a global leader in consulting, technology and outsourcing services". What this means is that we help companies and public sector organisations improve their businesses through smart, appropriate use of technology systems. We can advise our clients on how to do this (the "consulting" part of our description), and if required implement and improve the actual systems (the "technology" part). We can also manage and run clients' IT systems on their behalf (the "outsourcing" part). We always look for ways to improve their experience and save them money, for example by putting some of their systems in the cloud or collaborating with colleagues in other countries.

We work in over 40 countries, and have more than 180,000 employees. Many of our clients are names you'll recognise, from UK Government departments to Manchester Airports Group and Nationwide Building Society.

#### The application process

Online application. Online Strengths Situational Test, Online Technical Aptitude Test, Telephone Interview, Assessment Centre

#### Apprentice profile we are looking for

An interest in the world of technology is crucial as you'll be trained intensively and study a degree from the start.

"We help companies and public sector organisations improve their businesses through smart, appropriate use of technology systems."

Number of school leaver opportunities.

£16.000

Salary per annum.

#### Did you know?

Prominent supporter of two charities that help disadvantaged youth; The Prince's Trust and BBC's Children in Need

#### Locations

We have roles available in the following locations;

London, Manchester, Birmingham, Bristol, Woking, Telford, Treforest (near Cardiff)



#### For more information





@CapgeminiUKppl



www.fb.me/CapgeminiUK



#### 19th

#### Deloitte.

#### Reviewed 8.38 / 10 by 55 school leavers

Every year, the business and technology landscape is more ambiguous and disruptive. Solving the problems of today – and tomorrow - requires people with a broader set of skills and different ways of thinking. If you're able to see, think and act differently, you'll find Deloitte is a business that doesn't just recognise your need to remain curious, but fully embraces it. We're looking for ambitious students with unshakeable integrity, a sharp mind and generous spirit.

For the influencers, the challengers, and for those who are true thinkers - here it's the mind-set that makes the role. We're one of the largest professional services firms in the world, with all of the opportunities for development and progression this brings. But more than that, we're a firm of problem solvers.

From Audit & Finance to Tax Consulting. there are opportunities in all the areas we're renowned for along with many disciplines you wouldn't expect, including Cyber and Technology. Though each department has its own focus, there are certain things we look for in everyone. It's not your background, your experience or even your qualifications that matter most; it's your mind, and how you'll use it to make an impact for clients, and your own career.

#### **Programmes**

#### Intermediate Apprenticeship **Programme**

#### Entry requirements:

Minimum requirements are five GCSEs at grades A-C

Qualifications & Training: Your qualification depends on the team you join. As well as formal study, you'll receive coaching and technical and skills training.

#### Higher Apprenticeship Programme

#### Entry requirements: 260 UCAS points plus

Maths grade C.

everyday projects.

Qualifications & Training: depends on the business area you join. You do this alongside work on your

#### Gap Year Programme

#### Entry requirements:

320 UCAS points with two GCSE grade Bs in Maths and English Language.

#### Qualifications & Training:

Our Scholar Scheme is a chance to discover the professional services industry and provides training in essential business skills.

#### 340

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did you know?

Deloitte invested £34.7m in learning and development for our people in FY16

#### Locations

We have roles available in the following locations;

Roles are available in 23 locations across the UK and Channel Islands, including London, Manchester and Belfast



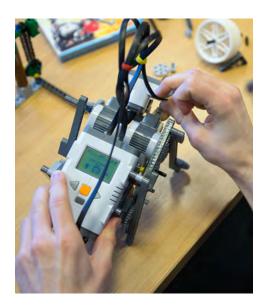
#### For more information



@DeloitteStudent



#### 90 Dstl / Engineering, Science, Technology



# 58th



#### Reviewed 7.66 / 10 by 13 school leavers

The Defence Science and Technology Laboratory ensures that our innovative science and technology contribute to the defence and security of the UK, providing specialist research, advice and analysis. Like creating digital honeypots that replicate petrol pump systems to discover hackers' methods, our ideas and solutions can come from anywhere. In fact, we use our imaginations to harness existing knowledge in new and unexpected ways.

You'll find a workforce of respected scientists and professionals specialising in many different Science, Technology related disciplines. We collaborate on research and projects with some of the most talented professionals and academics in the world. You'll receive a combination of on the job and formal training throughout your apprenticeship, with a chance of working on some really exciting projects!

As a member of the 5% club, we're committed to ensuring that 5% of our workforce are apprentices, graduates or sponsored students on a structured programme over the next five years. Dstl's reward package includes 25 days annual leave, flexible working & on-site gyms.

Typical steps are: Apply online & submit a CV, a testing day with a chance to meet the current apprentices at Dstl, a face to face interview.

#### Programmes

#### Intermediate Apprenticeship Programme

#### Entry requirements:

18 Years Old. GCSEs (including Maths and

Qualifications & Training: NVQ Level 2 in Business Administration with work placements in various areas of the business.

#### Deadline:

Applications close in March 2017.

#### Advanced Apprenticeship Programme

Entry requirements: (grade C +), Including

Qualifications & Training: NVQ Level 3 in Engineering. Accredited with the IET and IMechE.

#### Deadline:

Applications close in

"We collaborate on research and projects with some of the most talented professionals and academics in the world."

#### 20-30

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did vou know?

When we opened our refurbished firing range, instead of using scissors our range team fired through the ribbon end-on - a target of just 0.1mm wide!

#### Locations

We have roles available in the following locations;

Fareham (Portsmouth) and Porton Down (Salisbury)



#### For more information







www.fb.me/dstlearlycareers

#### EDF Energy / Business, Energy, Engineering, Utilities 91



# 20th



#### Reviewed 8.33 / 10 by 62 school leavers

EDF Energy is a core part of the EDF Group and is one of the largest energy companies. We are the UK's leading generator and supplier of low carbon energy producing about one-fifth of the nation's electricity.

**Engineering Maintenance Apprenticeship** this 4-year programme focuses on the skills required to maintain our coal, gas or nuclear plants situated around the UK.

Smart Metering Apprenticeship during this 54-week structured programme you will contribute to the roll-out of smart meters to every home in the UK helping customers control energy better.

Business Apprenticeship this scheme is designed to power your career within the energy industry and gives a rare insight into different areas of our Central Support Functions.

**Technical Foundation Scheme Degree** Apprenticeship will give you the academic and workplace skills required to become a fully qualified Technical Specialist or Engineer.

Commercial Apprenticeship our 5-year programme will instil all the qualities and skills required to kick-start your career as a commercial professional.

#### **Programmes**

Intermediate Apprenticeship **Programme** 

Entry requirements: GCSEs or equivalent.

Qualifications & Training: Up to HNC.

Deadline: Spring 2018.

#### Advanced Apprenticeship Programme

Entry requirements: A Levels or equivalent.

Qualifications & Training: Up to HNC.

Deadline: Winter 2018.

#### Degree **Apprenticeship**

Entry requirements: A Levels or equivalent.

Qualifications & Training: Up to Batchelors Degree.

Deadline: Winter 2018.

#### School Leaver Programme

Entry requirements:

Qualifications & Training:

Deadline: Winter 2018.

Number of school leaver opportunities.

£10.721 - £16.542 Salary per annum.

#### Did you know?

EDF Energy is a key sponsor and partner of the Paris COP21 Climate agreement. We are inspiring younger generations on energy and environmental issues.

#### Locations

We have roles available in the following locations;

West Kilbride, Dunbar, Teesside. Lancaster. Kent, Suffolk, Nottinghamshire, Somerset, Bristol, London, Gloucester,



#### For more information



@edfecareers

www.fb.me/EDFEnergyCareers

#### Fidelity International / Finance, Marketing, Technology



#### **Programmes**

#### Advanced Apprenticeship Programme

#### Entry requirements:

2 A Levels at Grade C or above or equivalent.

#### Qualifications & Training:

Vocational courses and professional qualifications, dependent on your business area.

#### Deadline:

Applications open in mid-December 2016, closing in April/May 2017.

### Work Experience Programme

#### Entry requirements: Open to all Sixth Form and College students.

Qualifications & Training: Three-day interactive programme providing a real insight in to our business and opportunities.

#### Deadline: Applications close 31st

# 25th



#### Reviewed 8.30 / 10 by 13 school leavers

Fidelity International offers world class investment solutions and retirement expertise. Because we're privately owned, we're fully focused on the long-term interests of our clients with both the commitment and the resources to provide the investment expertise, technology and service innovation needed to help them achieve their financial goals.

We believe that it's never too early to start thinking about your future, offering a range of opportunities to help bright young individuals embark on exciting new career paths within our industry. Alongside our already well established internship and graduate experience, we're delighted to offer a range of varied and interesting Apprenticeship roles across the business, from Technology and Events Management, to Compliance and Pension Support.

We have also launched our exciting new for 2017 Early Insights Sixth Form Programme, which runs during the Easter period. If you have ever considered a career in finance, or want to find out more, then we can help you discover the huge range of opportunities available to you at Fidelity International through this interactive three-day programme.

"We believe that it's never too early to start thinking about your future, offering a range of opportunities to help bright young individuals embark on exciting new career paths within our industry."

#### 25

Number of school leaver opportunities.

£17,500

Salary per annum.

#### Did you know?

Fidelity International employs an Art Curator who's job it is to look after the artwork in our offices worldwide!

#### Locations

We have roles available in the following locations;

London, Kent and Surrey



#### For more information



www.fidelitvrecruitment.com/uk-ireland/earlv-careers



@Fidelity\_UK



www.fb.me/FidelityEarlyCareers/







#### Reviewed 7.41 / 10 by 34 school leavers

At Fujitsu, our unique approach to innovation is centered on people. We are a global ICT company that works with customers on every continent, in every industry.

We aim to create an environment where everyone can be themselves and feel able to contribute for the success of the Company. If you are talented, enthusiastic, and keen to make a difference - you can succeed in our organisation. We respect people regardless of their background, ensuring equal opportunities for everyone.

Our Apprentices are highly valued for bringing unique skills, and a fresh, innovative approach to our business. You would have a great opportunity to complete a qualification that interests you, as well as developing on the job skills to further your career.

When selecting Apprenticeship candidates, we're looking for people who will bring their own personalities and skills to the role; who are willing to learn and eager to push themselves.

At Fujitsu we offer 4 different levels of Apprenticeships: Intermediate level **Advanced Level Higher Level Degree Level** 

#### **Programmes**

#### Our Apprentice Programmes

#### Entry requirements:

- Intermediate: 5 GCSE's Grade A-C.
- Advanced: 3 A Levels Grade C or above or equivalent.
- · Higher: 3 A Levels Grade A-C or equivalent.
- Degree: 280 UCAS points (or equivalent) and a Grade C or above in English and Match GCSE.

#### Qualifications & Training:

All our apprenticeships are based on the framework below:

- Diploma/Certificate: develops your practical skills in the workplace.
- Technical Certificate: provides you with knowledge you need for your specific job role.
- Functional Skills: develops your skills in English, Maths and ICT.
- Employee Rights & Responsibilities: covers your rights and responsibilities within the workplace including health and safety.
- Personal Learning & Thinking Skills: develops skills to help you succeed and develop in the work place such as team working.

Deadline: No application window. Ongoing recruitment.

Over 50 per year Number of school leaver opportunities.

£12,000 - £17,500 (depending on scheme started) Salary per annum.

#### Did you know?

Some of our Fujitsu Apprentices have gone on to win 'Apprentice of the Year' at the National Apprenticeship Awards

#### Locations

We have roles available in the following locations:

Nationwide



#### For more information





@FujitsuUKApp



www.fb.me/FujitsuApprenticeships

#### 94 GSK / Healthcare, Pharmaceuticals, Science



# 6th



#### Reviewed 8.72 / 10 by 77 school leavers

GSK are proud to be a leading science-led global healthcare company. We research and develop a broad range of innovative products across Pharmaceuticals, Vaccines and Consumer Healthcare including products such as Maxinutrition, Sensodyne and Panadol. These help millions of people around the world do more, feel better and live longer. This means as an apprentice you will join a diverse, passionate workforce dedicated to making a difference to patients lives.

The scope and breadth of our business is reflected in the range of apprenticeship opportunities we offer to talented and ambitious individuals.

Our apprenticeships will give you hands-on experience in your chosen discipline and the opportunity to play a key role in contributing to the future success of the company. While you learn on-the job from industry leaders (and earn a competitive salary), you will study towards a nationally recognised qualification. which could lead onto further study towards an honours degree or post-graduate qualification.

If you want to make a difference and develop your career in a leading organisation then apply today at gsk.com/apprenticeships!

#### **Programmes**

#### Advanced **Apprenticeship** Programme

#### Entry requirements:

Minimum of 5 GSCE's at grade C including Math and English Language.

Qualifications & Training: Combination of on-the-job and formal training. Formal qualification dependent on the role.

#### Deadline:

Rolling deadline every 4

#### Higher Apprenticeship Programme

#### Entry requirements:

Dependant on role but are 200 UCAS points.

Qualifications & Training: Will gain a foundation depending on role.

#### Deadline:

Rolling deadline every 4 weeks.

#### Level 6 Apprenticeship

#### Entry requirements:

Our IT degree apprenticeship requires 320 UCAS points.

#### Qualifications & Training:

You will gain a full Bachelor (Honours) degree. Exactly the same qualification if you had studied at university.

#### Deadline:

Rolling deadline every 4 weeks.

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did vou know?

We partner with McLaren! We collaborate by aligning their high-tech approach with our strengths in manufacturing.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@gsk



www.fb.me/gskstudentsandgraduates

#### Leonardo / Aerospace, Defence, Engineering 95



# 5th



#### Reviewed 8.74 / 10 by 55 school leavers

Leonardo is a global high-tech company and one of the key players in the Aerospace, Defence and Security sectors.

We require the very best of the UK's engineering talent to work at the forefront of technology within world-leading engineering teams. We employ more than 4,000 people across the UK with sites in Basildon, Bristol, Edinburgh, Luton and Southampton. We are continually expanding and are delighted to offer a range of exciting opportunities through our award winning Apprenticeship Programmes.

Leonardo understands the future of its hightech business rests in the hands of the next generation of engineers. We have a long tradition of employing young people in the business, a practice dating back decades. Young people have been the lifeblood of our Company and will continue to help determine our future success.

We can offer more than just a job - this is a chance to develop the skills for an interesting and rewarding professional career with an industry-leading organisation.

Currently, there are 111 trainees in this programme. Apprenticeships are offered in the areas of Craft. Test Technician. Design Engineering Technician and Business.

#### **Programmes**

Advanced **Apprenticeship Programme** 

#### Entry requirements:

Various - see scheme

Qualifications & Training: Various levels.

#### Deadline:

March.

#### Gap Year Programme

#### Entry requirements:

Various - see placements

Qualifications & Training:

Deadline:

#### Work Experience Programme

#### Entry requirements:

Various - see placement details.

Qualifications & Training:

Various levels.

Deadline:

Currently open.

Number of school leaver opportunities.

#### £11,000 - £17,000

Salary per annum.

#### Did you know?

Our thermal camera technology is used on the BBC's WinterWatch.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information

@Leonardo UK

#### 96 M&G Investments / Financial Services



# 22nd



#### Reviewed 8.31 / 10 by 27 school leavers

We are an Investment Management company who recruit Apprentices into a variety of areas across our business - ranging from our core business of Fund Management to Sales & Marketing, Operations, Finance, Compliance and IT.

We do not expect you to have a vast amount of knowledge about the area you are applying to we will teach you all you need to know, as long as you have a proactive attitude to learning.

Throughout the 12-18 month Apprenticeship, you will work towards building your skills and knowledge in a specific role as well as completing a relevant industry-recognised qualification which could be the Investment Operations Certificate (IOC), Chartered Institute of Management Accountants, or similar.

Our programme is an alternative to university, for those who want to start their career within a leading Investment Management company straight from school or college. We provide the opportunity for on the job training whilst earning a competitive salary. Whilst these are permanent roles, you will need to achieve your objectives, prove your role-related skills and knowledge and pass all exams within the 12-18 month programme to roll off permanently into the team.

#### Programmes

#### Advanced Apprenticeship Programme (Level 3)

Entry requirements: 96 UCAS points, English and Maths GCSE at grade C or above.

Qualifications & Training: Technical skills and knowledge relating to permanent role and industry recognised technical certificate eg. **Investment Operations** Certificate. Business Administration, etc.

#### Deadline:

Recruitment is on a rolling

#### Higher Apprenticeship Programme (Level 4)

Entry requirements: 96 UCAS points, English C or above.

Qualifications & Training: knowledge relating to Chartered Institute of **Management Accountants** (CIMA), etc.

#### Deadline:

Recruitment is on a rolling

"Although it has been difficult making the decision between an apprenticeship and university, I am confident that I have made the best decision and see M&G as a place where I will stay for many years to come."

Number of school leaver opportunities.

£19.000 + benefits Salary per annum.

#### Did you know?

One of our Fund Managers used to be farmer

#### Locations

We have roles available in the following locations;

London and Essex



#### For more information





@MandGCareers



www.fb.me/mandgtrainees

#### Mazars / Accountancy, Professional Services 97







Reviewed 7.16 / 10 by 11 school leavers

#### YOUR YEARS AT MAZARS YEARS THAT COUNT.

These years are the ones that will shape you, that will push you forward, that will leave a mark on you. They allow you to travel, to venture and to contribute to a growing business.

We will support you through your professional accountancy qualification and develop your global employability skills. We embrace your individual strengths to capitalise on what makes you unique. We trust you with client exposure and provide varied experience from the outset.

You will not find a better environment to achieve your full potential!

At Mazars, we offer school leaver and graduate training schemes, industrial placements, internships and opportunities for post graduates in offices throughout the UK.

#### **Programmes**

#### School Leaver Programme

#### Entry requirements:

At least 280 UCAS points from your 3 best A Levels + B grade GCSE Maths and English.

#### Qualifications & Training:

We offer AAT, ATT or CFAB study support.

Please see our website for guidance.

Mazars is an international, integrated and independent organisation, specialising in audit, accountancy, tax, legal and advisory services. Mazars is not only a top ten UK audit and accounting firm. but we are also one of Europe's largest audit and accounting firms with a huge global presence. We work with a wide range of clients - from individuals to local businesses to large corporate companies and global organisations - across many sectors. Our team has one common goal - to focus on our clients' agendas and deliver value through a personal touch backed by big experience.

Number of school leaver opportunities.

£16.000 - £21.000 Salary per annum.

#### Did you know?

60% of our workforce is under 30 years old!

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@CareersAtMazars



www.fb.me/CareersAtMazars



# 24th



#### Reviewed 8.30 / 10 by 14 school leavers

At Microsoft we hire all sorts of people. We look for people who can listen, understand the needs of others and ensure that they get the very best out of all that we are offering.

"Whatever you're good at, whatever your interests, we hire for both technical and business related roles, so there's something for everyone!"

Our exciting Apprenticeship programme gives you the opportunity to start your career earlier than most. At Microsoft you are given real responsibility from the outset, with an employment contract for the full duration of your Apprenticeship and funded training relevant to your role. When you complete the programme, you'll receive a nationally recognised apprenticeship qualification to help you continue your career at Microsoft. Our apprentices are part of a community in which they will receive support and partake in community events throughout their apprenticeship. Whatever you're good at. whatever your interests, we hire for both technical and business related roles, so there's something for everyone! And we're sure that, once you've experienced such a unique working environment and developed within the company, you'll want to remain part of the family.

#### **Programmes**

#### Advanced Apprenticeship Programme

#### Entry requirements:

Minimum of 5 GCSEs grade A to C, including Maths, English, Science and preferably ICT.

#### Qualifications & Training:

Accredited and certified training delivered by external training providers as well as in-house training & development opportunities.

#### Deadline:

Please monitor our website for updates.

"When you complete the programme, you'll receive a nationally recognised apprenticeship qualification to help you continue vour career at Microsoft. Our apprentices are part of a community in which they will receive support and partake in community events throughout their apprenticeship."

#### 20 - 25

Number of school leaver opportunities.

#### Competitive

Salary per annum.

#### Did you know?

Microsoft donates on average \$2.6 million in software each day to more than 86,000 non-profit organisations around the world.

#### Locations

We have roles available in the following locations;

Reading



#### For more information





@MsUkStudents



www.fb.me/MicrosoftUKGraduateRecruitment

#### Mondelez International / FMCG, Food & Drink, Manufacturing 99



37th



#### Reviewed 8.18 / 10 by 11 school leavers

Even if you are not familiar with our name, you've almost certainly heard of our brands like CADBURY, MILKA, TOBLERONE, RITZ and OREO. Creating and developing the world's favourite snacks, we are passionate about creating delicious moments of joy for people all around the world.

These days, some of the best and brightest people in the country are choosing to join the world of work instead of staying on at school or going to university. That's why we've designed some of our schemes to help school-leavers achieve their potential. This strikes the ideal balance between getting your A-Levels or going to university and getting a job.

You get to earn while you learn - and your classroom training is all backed up with practical experience and the support of a mentor and buddy. All in all, the perfect preparation for an incredible career with a fast-paced, dynamic company whose dream is to create joy. We are looking for talented enthusiastic people, eager to learn and develop with strong interpersonal skills.

Visit our global careers website and submit your CV and we will follow up with either an online test and/or a video interview. If you get this far we will then invite you into one of our offices for a final assessment.

#### **Programmes**

#### Advanced **Apprenticeship Programme**

#### Entry requirements:

Minimum 5 GCSEs incl. English, Math, Science.

#### Qualifications & Training:

L3 Engineering Maintenance Engineer: L3 Lab Technician; L3 Proficiency in Food Industry Skills.

#### Deadline:

Feb-April.

#### School Leaver Programme

Entry requirements:

Qualifications & Training: Management Apprenticeship Degree.

Deadline: Feb-April.

"These days, some of the best and brightest people in the country are choosing to join the world of work instead of staying on at school or going to university. That's why we've designed some of our schemes to help schoolleavers achieve their potential."

Number of school leaver opportunities.

£12,000 - £16,000 Salary per annum.

#### Did vou know?

We're proud of the fact that we hold the No. 1 position globally in biscuits, chocolate and candy as well as the No. 2 position in gum.

#### Locations

We have roles available in the following locations:

Birmingham, Sheffield, Uxbridge, Reading



#### For more information





@MDLZ



www.fb.me/mondelezinternational

#### 100 Network Rail / Engineering







#### Reviewed 8.25 / 10 by 128 school leavers

Network Rail is at the heart of revitalising Britain's railway. From Crossrail - Europe's largest civil engineering project – to investment in world-class stations and major programmes of electrification, we're involved in some of the most ambitious and diverse ventures that this country has ever seen. We're building the railway of the future. It's a colossal challenge. And we're relishing every moment. We're hoping you'll choose to join us and help turn our plans into reality; to create a world-class railway and really make a difference to rail travel in Britain.

As an apprentice at Network Rail we'll support you with extensive training and development, the opportunity to gain professional qualifications and expert guidance to help you reach your full potential in a rapidly growing industry. We invest a lot in our apprentices because we want you to be the future of our business. Network Rail is a company where every individual is able to succeed and encouraged to reach their full potential within a culture that promotes diversity, inclusion and mutual respect.

Choose Network Rail and play your part in the transformation of Britain's railway.

The difference is you.

#### **Programmes**

#### Advanced Apprenticeship Programme

#### Entry requirements:

Four A\*-C GCSE's (IGCSE's accepted) or equivalent. These must include English, Maths and Science or

#### Qualifications & Training:

NVQ3 in Railway Engineering & ILM Level 3 in First Line Management.

#### Deadline:

March intake applications open September - November / September intake applications open January - March.

"We're building the railway of the future. It's a colossal challenge. And we're relishing every moment. We're hoping you'll choose to join us and help turn our plans into reality; to create a world-class railway and really make a difference to rail travel in Britain."

Number of school leaver opportunities.

£8,618 - £14,364 Salary per annum.

#### Did you know?

Many people are surprised to discover we're the single biggest consumer of electricity in Britain.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@networkrailJOBS



www.fb.me/networkrailadvancedapprenticeship



# 11th

#### **NOMURA**

#### Reviewed 8.52 / 10 by 15 school leavers

Nomura is an Asia-headquartered financial services group with an integrated global network spanning over 30 countries. By 'Connecting Markets East & West', Nomura services the needs of individuals, institutions. corporates and governments. Our Corporate Infrastructure Division is what underpins the success of the entire organisation, providing support in our highly competitive and fastpaced industry.

We offer apprenticeships across Technology. Operations, Multimedia, Human Resources and Real Estate. You will study towards a qualification relevant to your role, whilst gaining relevant training and on the job experience to ensure you are ready for the challenges ahead.

At Nomura our goal is to attract and develop exceptionally talented people who are driven, share our passion for individual excellence and our commitment to teamwork. Good communication and problem solving skills are essential, as well as a commitment to a learning programme.

#### **Programmes**

#### Higher Apprenticeship Programme

#### Entry requirements:

Achieve A to C grades in their A-levels; Minimum grade C in Maths and English at GCSE level.

#### Qualifications & Training:

A relevant qualification - The qualification pursued will help towards their day to day role performance. Training & Support - Continues on the job training and support from the team and their manager. Career advice & guidance - Early years career advice and guidance provided through our Mentor & Buddy scheme.

Deadline: Rolling recruitment - see website for more

"Our apprenticeships will see you working within one of our industry leading teams. Alongside this, you'll have your own personal development plan to ensure you are ready for the challenges ahead."

Number of school leaver opportunities.

£16,000 - £19,000 Salary.

#### Did you know?

At the 2016 Microsoft Apprentice of the Year Awards, Nomura won both the 2016 Apprentice of the Year award & the 2016 Best Support Apprentice of the Year award.

#### Locations

We have roles available in the following locations;

London



#### For more information







#### 102 Pinsent Masons / Law



# 29th

Pinsent Masons

#### Reviewed 8.25 / 10 by 84 school leavers

Recently voted 'Law firm of the Year' at the 2016 Legal Week British Legal Awards, Pinsent Masons is a full-service international commercial law firm which ranks amongst the top 75 global law firms.

We provide legal services to a wide variety of clients, in particular across our five global sectors of Advanced Manufacturing & Technology Services, Energy, Financial Services and Infrastructure and Real Estate. We operate internationally and have 22 offices across the globe.

We have more than 420 Partners, 1600 lawyers and 150 trainee solicitors and have a bold vision of being an international marketleader in our global sectors by 2020.

We know that our people are our greatest asset and we won't achieve our vision without the expertise and commitment of our colleagues. Pinsent Masons needs exceptional individuals with drive, ability and confidence. It is not about the school or university you attend, but your unique qualities as an individual, and what you can bring to our organisation, which will make you successful.

#### **Programmes**

#### Traineeship **Programme**

Entry requirements: 300 UCAS points.

Qualifications & Training: N/A.

#### Deadline:

Application deadlines vary per jurisdiction, please see graduate. pinsentmasons.com for more details.

#### Work Experience Programme

Entry requirements: 340 UCAS points.

Qualifications & Training: N/A.

#### Deadline:

Applications close on Tuesday 31 January

"We have more than 420 Partners, 1600 lawyers and 150 trainee solicitors and have a bold vision of being an international market-leader in our global sectors by 2020."

Number of school leaver opportunities.

#### N/A

Salary per annum.

#### Did you know?

Pinsent Masons recently won 'Law Firm of the Year' at the Legal Week UK Legal Awards.

#### Locations

We have roles available in the following locations;

London, Aberdeen, Belfast, Birmingham, Edinburgh, Glasgow, Leeds and Manchester



#### For more information





@PMGrads



www.fb.me/PMgrads



# 16th



#### Reviewed 8.40 / 10 by 103 school leavers

At RBS, we believe our apprentices play a crucial role in helping us become the number one bank for customer service, trust and advocacy. We recognise that it's this passion that creates the potential to succeed, so we do our best to make sure we give each of our apprentice's access to the support and training they need.

"By joining us, you'll enjoy a whole host of benefits, earn a competitive salary and learn through on-the-job training."

RBS offers Level 3 apprenticeships across a number of their core business areas, from Commercial, Personal and Business Banking, Technology and Finance. By joining us. you'll enjoy a whole host of benefits, earn a competitive salary and learn through on-the-job training.

Join RBS as an apprentice to help turn your passions into an exciting, varied and dynamic career with us.

#### **Programmes**

#### Advanced Apprenticeship Programme

#### Qualifications & Training:

- · Relationship Management: Level 3 Advanced apprenticeship in Providing Financial Services.
- · Customer Service: Level 3 Advanced apprenticeship in Providing Financial Services.
- · Business Administration: Level 3 Advanced apprenticeship in Business Administration.
- · Technology: Diploma for Information Technology and telecommunications professionals (Level 3 in England and Level 6 Scotland) OR IT systems and networking advanced apprenticeship (Level 3 in England and Level 6 in Scotland).

Deadline: Ongoing.

"Join RBS as an apprentice to help turn your passions into an exciting, varied and dynamic career with us."

Number of school leaver opportunities.

£19.700 - £24.600 Total package per annum.

#### Did you know?

We are building the number one bank for customer service, trust and advocacy in the UK

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@rbsearlycareers



www.fb.me/RBSEarlyCareers



# 7th

#### SIEMENS Ingenuity for life

#### Reviewed 8.68 / 10 by 81 school leavers

In over 200 countries worldwide, Siemens create technologies that take society further. How? Through electrification, digitalization and automation. We've reduced congestion in cities by 20% using intelligent real-time traffic data; we've built offices using nothing but a 3D printer; we've created software that communicates with wind turbines in the middle of the ocean; and we helped NASA develop the Curiosity Rover and land it safely on Mars.

At Siemens, we take on tough projects that make a difference. We build infrastructure where there is none. We energise the world, help industries run smoothly and create the digital tomorrow. We're constantly breaking new ground, so equipping and encouraging our people to meet these challenges and make a difference to the world we live in is vital. Apprenticeships are a great way for us to turn today's talented young people into the experts we need tomorrow and our employees are undoubtedly our greatest asset. We'll work hard to nurture your talent and curiosity, develop your skills and realise your potential.

We offer advanced apprenticeships in a variety of areas, from Mechanical Engineering, Electrical Engineering and Manufacturing Engineering, through to Rail-industry specific engineering, as well as Business Administration. We offer higher apprenticeships in areas including IT, Technical Sales and Advanced Manufacturing Engineering.

#### **Programmes**

Advanced Apprenticeship Programme

#### Entry requirements:

Minimum of 4 GCSEs (or equivalent) in English, Maths & Science grade C and above.

Qualifications & Training: Training varies due to the vast range of apprenticeships but you will gain an NVQ Level 3, plus a technical engineering qualification.

Deadline: January to May. Higher Apprenticeship Programme

Entry requirements:

A BTEC National Certificate or A-Levels in a relevant discipline(s).

Qualifications & Training: Training varies due to the range of apprenticeship but you will gain Level 4 qualification - a NVQ and a relevant HNC.

Deadline: January to May.

#### 200

Number of school leaver opportunities.

£10,000 - £16,000 Salary per annum.

#### Did you know?

Our factory automation technology helps Heinz make 1.5 million cans of baked beans every day!

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information



ww.siemens.co.uk/apprenticeships



@siemensukjobs



www.fb.me/siemensuknews

#### Sky / Business, Customer Service, Journalism, Technology 105



# 12th



#### Reviewed 8.51 / 10 by 21 school leavers

Imagine having the chance to gain experience and qualifications with a company that's revolutionised how people watch TV.

Sky is Europe's leading entertainment company and serves 21 million customers across five countries. Our business in the UK and Ireland has come a long way since starting out as a satellite broadcaster in 1989 and we're not stopping there. We're home to awardwinning teams for everything from Customer Service to Marketing, from Technology to Finance, meaning there's plenty of opportunity for you, no matter what your career goals.

Together we work hard to give our customers a better experience and are always looking for ways to improve in everything we do. That's why our people are critical to our success. Our unique environment helps everyone to do their best work, fulfil their potential and achieve great things together.

Joining our apprenticeships means you'll be supported straight into the world of work, you'll ioin a team from day one and work towards professional qualifications. All positions are paid a salary.

#### **Programmes**

#### Higher Apprenticeship Programme

#### Entry requirements:

Opportunities are available for candidates aged 16 and above. Degree-qualified candidates are not eligible.

#### Qualifications & Training:

Minimum of 5 GCSE grades A\*-C (including English and Maths) or equivalent. For some programmes, A-Levels essential - see website for more information.

"Together we work hard to give our customers a better experience and are always looking for ways to improve in everything we do. That's why our people are critical to our success."

#### 150

Number of school leaver opportunities.

Competitive salary plus benefits

#### Did you know?

Game Of Thrones Season 6 was the most successful season to date with 5 million viewers per episode.

#### Locations

We have roles available in the following locations;

Nationwide



#### For more information





@SkyStartingOut



www.fb.me/SkyStartingOut



NOW THAT YOU HAVE BEEN WELL INFORMED ON ALL OF THE OPPORTUNITIES AVAILABLE TO YOU, IT'S TIME TO PUT YOUR KNOWLEDGE TO THE TEST.

#### WHAT PERCENTAGE

of graduates are in non-graduate level jobs?



**CLUE:** turn to the page with the money symbol

what is the highest rated industry based on the reviews from the Top Employers?

**CLUE:** look for the satellite antenna

**CLUE:** the answer is on the page with the mobile phone

#### **WHAT SCHEME**

could you apply to if you wanted to work full-time and study for a degree?

you the answer

#### **HOW MANY EMPLOYERS**

feature in the Top School Leaver Employers table 2017?

**WHAT PERCENTAGE** of employers use social media to assess applicants?

**WHAT IS** the average salary for the Higher Apprenticeship programme?

# **NOTES**



Thank you for taking the time to look through A School Leaver's Guide to Career Options, we hope you had as much fun reading it as we did putting it together. Our aim is to help young people like you find, understand and discover opportunities that really suit you.

We're lucky enough to live in a time when there are more chances to learn and develop than ever. If you believe one path suits you more than others – whether that's an apprenticeship, school leaver programme, traineeship or something different – go for it.

Your career is just that – yours. Make the most of the information that is out there and the programmes being developed, so that you can enjoy a fulfilling career that's right for you.

We'd like to thank all the students who've submitted reviews to RateMyApprenticeship.co.uk and made this guide possible in the first place. We owe you one!

Last but never least, a massive thank you to all of the innovative companies who have contributed to this guide. Without your forward-thinking approaches, belief and commitment this wouldn't have been possible.

All that remains for us to say is, regardless of what career path you choose, good luck with your search!

Ohic Sweet

Oliver Sidwell - Co-Founder of RateMyApprenticeship & A School Leaver's Guide to Career Options

# THE NATIONAL SCHOOLS EMPLOYABILITY CHALLENGE 2017



RateMyApprenticeship and PwC are delighted to bring you The National Schools Employability Challenge 2017!

The Challenge aims to increase your knowledge and understanding of your career options available to you post A-levels, develop your employability skills and provide you with valuable experience to add to your CV.

All you have to do is answer a series of employability based questions online at www.nsechallenge.co.uk.

Each month champions will be selected to attend the final, who will compete in a variety of career enhancing activities.

The overall winner will not only take home an iPad mini, but will also win paid work experience at PwC. Two lucky runners up will also be offered paid work experience with PwC!





Fancy the chance to win fantastic paid work experience with PwC and an iPad mini?

ENTER TODAY
WWW.NSECHALLENGE.CO.UK

# CHOOSE

# APPRENTICESHIPS

# DEGREE APPRENTICESHIPS



# RATEMY APPRENTICESHIP

RateMyApprenticeship.co.uk has 10,000 reviews written by people who have taken alternative routes to university, including amazing apprenticeships, school leaver programmes and exciting ways to gain experience on gap years.

So if you know anyone that's on the fence about further education or perhaps just needs a bit of career inspiration visit:

RateMyApprenticeship.co.uk