Hello!

Another busy term is coming towards an end and it has been an important one for year 11 and sixth form students applying to sixth form, college and university or preparing to apply for apprenticeships.

Increasingly we are seeing that university and apprenticeship providers are keen that applicants are able to talk about their experiences of the workplace and how they are developing workplace skills.

Therefore we have made the focus of this issue about opportunities, be it career shows, talks, work experience, work placements and apprenticeships to show the breadth of fantastic insights young people can access to help them navigate the world of work.

Many of the opportunities in this edition are designed not only for those older students interested in part-time work, work experience and apprenticeships, but also to give a flavour and inspire younger students to find out more about the range of opportunities that exist.

On our last two pages we have some interesting graphical labour market information. Whether you are a teacher, parent or young person, I’m sure you will find it fascinating!

Season’s Greetings!

Natalie Papworth
Founding Director
Innervate Career Services

Key Features

• Introduction to Innervate Services
• Moving on from Year 11 – what are the options
• University & Open Days links for Year 13
• Autumn Term 2019 – Yr 10 & 11 Looking Ahead
• Events
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• Finance
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• GSK Applications and Apprenticeships (Y11/Y13)
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  o Atkins Engineering Apprenticeships (Y11/13)
• Finance, Business & Technology
  o Deloitte Brightstart Higher Apprenticeships
  o Menzies AAT Accounting Apprenticeships
  o Enterprise Rent-a-Car European Headquarters
• Creative Media
  o Warner Bros Apprenticeship opportunities
    o Technical Operations
    o Finance Royalties
    o IT Support Analyst
    o Creative services Apprentice
    o Home entertainment Sales Apprentice
• Management & Retail
  o M&S Management Scheme (Y11)
• Hair & Beauty
  o ITS Apprenticeships Surrey area
• National Defence
  o AWE Apprenticeships in all areas including Business, Electrical maintenance, Business Administration, Radiation protection and Finance
• Short Term Flexible Holiday Job Opportunities during the Festive Period
  o Royal Mail Group
  o Harrods
  o M&S
  o John Lewis
  o Christmas Jobs at Total Jobs
• Information on Applying for Apprenticeships
• Labour Market information for the London Area
• Labour Market information for the South East
Key stage 5:
- One to one personal guidance interviews and/or small group discussions for sixth form students:
- Providing focus and clarity to any contemplating their current programme/ considering leaving 6th form
- Supporting students with generating initial ideas around their next steps, plan of action regarding university and/or work in light of long term career goals
- Dilemmas regarding university courses and subjects, university or work, long term career planning
- Support for those considering work or higher/ degree apprenticeship schemes, CV preparation, job/ opportunity searching, interview and assessment centre day technique
- Any last minute concerns, change of plan
- August Exam Results Period – Triage/ emergency one to one support
- Career Lessons/ Sessions as part of a Careers Programme:
  - Employability Skills – the content of winning CVs, application forms and personal statements
  - Interview & Assessment Centre Preparation – details and mock activities to provide insight and readiness
  - Introduction to UCAS/ Personal Statement workshops/ UCAS application clinics
  - Higher & Degree Apprenticeships
  - Attendance at Year 12 & 13 Parents Evenings and Parent Information
  - Apprenticeships, UCAS and the Importance of Work Experience
  - Labour Market Information and Career Pathways lessons and activities
- Targeted support for high needs students:
  - Schools can choose specific targeted support for disadvantaged and/ or high needs and/ or those at risk of exclusion/ NEET
  - Group career guidance interventions once a term for prioritised students from year 7 to year 10
  - A developed range of extension activities around the key stage 3 and 4 programme and increased the frequency of interactions with a career adviser for these students from once a year, to once a term.
  - Students are seen in small groups of up to five to provide a sense of focus and give each student more opportunity to participate, be heard and interact with the career adviser and each other.
  - Each term we build on the work of previous sessions providing careers education activities with reflective guidance time that enables a deeper impact in terms of building aspiration and achievement over time.

Bespoke:
We can provide bespoke personal guidance activities to fit schools and cohort needs.
Year 11 - What are the options?

Did you know? It’s not too late to apply to college. If you are unsure of getting above 4, many colleges offer level 2 and 1 courses. However, not all sixth form colleges offer level 1, so make sure you consider a range of colleges and a plan A and plan B option.

- **Further education** – sixth form college or FE college
- **Further training** – FE vocational/ technical college course or apprenticeship course
- **Apprenticeship** – job or work placement with an employer, qualifying for that job, role or trade usually including FE vocational/ technical college course
- **Job with training** – working full-time with your employer offering you a work based qualification not necessarily a full apprenticeship

**How do I figure out what’s the best option for me?**

Four things to consider:

**Grades**
- What are your predicted grades? What are you likely to achieve? Be honest with your abilities

**Subjects**
- What subjects have you enjoyed at school? Can you identify any potential new subjects? Do your favourite subjects suggest a particular career or industry that leads to a vocational subject? Or would you prefer to take a range of subjects that keep your options open?

**Learning Style**
- Can you cope with classroom based learning or do you need a balance of practical activities? How do you find exams? How do you find lots of coursework?

**College or Apprenticeships**
- Do you know what you want to do? If so, do you know if you can take an apprenticeship to gain entry for that career? Would you be able to cope with working in a real life adult working environment or would the pace of a college course be better suited to you?

**Qualifications explained...**

- **Five or more 9 to 4 (A*-Cs) grades at GCSE** means you can access level 3 qualifications: either 3 A levels or a level 3 Btec National Diploma or Extended Diploma (or a combination of A Levels and BTEC Diplomas)

- **At least three grade 3s (Ds)** means you can access level 2 qualifications: Level 2 Btec and GCSE re-takes

- **Less than three grade 3s (Ds)** means you can access level 1 Btec Introductory Diploma

Where to start with your exploration:

- **What are you good at?** Consider subjects and how you learn best
- **What are you interested in?** Consider what you enjoy and what you could see yourself doing

Some students select subjects based purely on what they enjoy and these can be a mixture of academic, creative and vocational courses. This balance if often beneficial to students and ensures they have some variety in their timetable.

Students with clear career goals in mind should investigate which courses work well together and which subjects they need to study to access their chosen career or university course. (E.g. Students wanting to become a Doctor should consider Biology, Chemistry and Maths).

Ensure you select course combinations which are acceptable by universities/particular apprenticeships/career. Some subjects such as Media Studies and Film Studies can be seen by some universities to work well together, however some universities may see them as being too similar and covering common ground.

**Research**

- If you know what you want to do as a career – [www.nationalcareerservice.direct.gov.uk](http://www.nationalcareersservice.direct.gov.uk)
- [www.prospects.com](http://www.prospects.com) – Careers information & Quiz
- If you want to go to university – [www.ucas.com](http://www.ucas.com)
- Subject interests at GCSE – have a look at the course guides for colleges, on-line on their websites and at their open evenings
- If you think you would suit an apprenticeship [www.apprenticeships.org.uk](http://www.apprenticeships.org.uk)

[CAREERS QUIZZES](https://icould.com/buzz-quiz/) Careers site with the Buzz-quiz

[https://www.whatcareerisrightforme.com/](https://www.whatcareerisrightforme.com/) Careers quiz

University Open Days & Taster Days

To find out about university open days either go direct to their website Click on icons to search for all University open and taster days
UCAS Event at Surrey University
24-25 February 2020
Join the UCAS event at Surrey University to speak to exhibitors who help students to explore a wide range of academic and careers opportunities, and discover a future that’s right for you.

Feedback from last years event:

‘Having a visual of all the different universities, as they all look similar on paper, but they have such different vibes when you see their stands and how they present themselves.’

‘Getting to speak to a variety of universities in one place was a very valuable experience.’

[Click here for information and bookings]

Law Apprenticeship Conference
17 18 January 2020, London
The Lawyer Portal is holding a free conference for students looking for an alternative path to university. During the event, legal experts will give students an inspiring yet realistic insight into the exciting new legal apprenticeships available – as well as applications, interviews and academic requirements needed to secure one. Click here for Information and to Apply

Work In Theatre Course
ATG’s 9 West End Theatres run a joint Work In Theatre Course offering four days during the Easter holiday and a week during the summer holiday. Please be aware that this is not just Work Experience as you might expect it, rather than sit you in a quiet office and give you the joys of stuffing envelopes, ATG has created this course specifically for those of you interested in an ‘off stage’ career in Theatre, please be aware that this is not a performance course. During the course you will have the chance to gain hands-on experience in one of their West End Theatres, in areas such as Front of House, Box Office, Theatre Management, Backstage, some Lighting and Sound and the opportunity to participate in workshops such as ‘being a West End Producer’, ‘Theatre Marketing’ and ‘Theatre Programming’. Please note that the course is for those aged 14 yrs+, with no upper age limit.

[Click here for information and to apply]

The Big Bang UK Young Scientists & Engineers Fair is a celebration of science, technology, engineering and maths (STEM) for young people in the UK.
11-14 March 2020, the NEC Birmingham
The fair aims to show young people the exciting and rewarding opportunities available bringing learning to life.

• Find out about qualifications and gaining experience
• Talk to scientists and engineers about what they do
• Interactive and over 100 hands on activities
• Shows and workshops
• Careers advice
• and lots more!

[Bookings are now open click here to register]

The Academy is designed for anyone of any age who wants to come and learn about music production, Radio Presenting, Music Software, and professional recording. It is a brand new learning platform aimed to provide workshops and tuition whether it be in groups or 1-2-1 individually. They have had great success with their Radio Skills workshops in the past, and have other new workshops to give people the required skills to be able to take these into the workplace environment and career opportunities. Take a look around their academy section on their website. Click here for opportunities (Fee apply)
You might be uncertain about whether to start work, complete an apprenticeship or go to university, if that’s you and you are unsure of what to do next, the IBM Futures scheme is for you. This gap year scheme offers you an invaluable opportunity to work with a world-leading company for 12 months, broadening your horizons and giving you a head start in your career. The year will be challenging and fun and allow you to start building the future you want to maximise employability after you graduate. Click here for Details and to apply

**IBM Future Scheme**
**12 Month Gap Year Program**
You might be uncertain about whether to start work, complete an apprenticeship or go to university, if that’s you and you are unsure of what to do next, the IBM Futures scheme is for you. This gap year scheme offers you an invaluable opportunity to work with a world-leading company for 12 months, broadening your horizons and giving you a head start in your career. The year will be challenging and fun and allow you to start building the future you want to maximise employability after you graduate. Click here for Details and to apply

**Ernst & Young**
**Technology and Digital Degree Apprenticeships**
Ernst & Young apprenticeships are open for:
- Software Engineer
- Data Analytics
For information/application click here

**Capgemini**
**Business & Digital/Technology Degree Apprenticeships**
Capgemini is a global leader in consulting, technology services and digital transformation. Capgemini is at the forefront of innovation to address the entire breadth of clients’ opportunities in the evolving world of cloud, digital and platforms. Building on its strong 50-year heritage and deep industry-specific expertise, Capgemini enables organisations to realise their business ambitions through an array of services from strategy to operations. Capgemini is driven by the conviction that the business value of technology comes from and through people. It is a multicultural company of over 200,000 team members in more than 40 countries.

**Schroders**
**Finance & Technology Apprenticeships**
Schroders are looking for candidates with 96 UCAS points (using the 2017 UCAS Tariff calculator). You will need to be 18 years old by 7 September 2020 to apply for this intake. Applications will be opening soon and you can sign up for their job alerts for when they are live. Please note they recruit on a rolling basis.
For information click here

**Aircraft Defence & Space**
**Technical Apprenticeship**
Being a Technical Apprentice at Airbus Defence & Space means you will get to develop both mechanical and electrical skills within the three year programme. You will be immersed in a stimulating manufacturing environment based at either our Farnborough, Portsmouth or Stevenage sites. Over the course of the apprenticeship, you will study towards a minimum of BTEC L3 and a maximum of HNC L4 level, depending on your prior educational attainment.

**Entry Requirements:**
At least five GCSEs (achieved or predicted) including a Grade 5/6 (B) in Maths and English.

**Passion for engineering, which you will be able to demonstrate through your educational choices or hobbies. For example, you may have been part of an engineering club at school or perhaps you enjoy fixing mechanical and electrical things in your spare time.**

Application Deadline 1 March 2020
For information and to apply click here

**BT Apprenticeships**
**Apprenticeships are opening for 2020 intake**
BT Apprenticeship programme is now open for 2020. BT is one of the world’s leading communication services companies, serving needs of customers in the UK and 180 counties worldwide. Their main activities are the provision of fixed-line services, broadband, mobile and TV products and services as well as networked IT services.
Click here to see the various roles and what they entail
Click here for full listing of opportunities

**Atkins**
**Degree Apprenticeship**
A Digital & Technology Solutions Professional provides technology enabled solutions to internal and/or external customers, in a range of areas including software, business and systems analysis, cyber security, data analysis and network infrastructure. Application deadline 31 January 2019
**Requirements:** GCSEs including a B/6 in Mathematics & C/5 in English Language and Literature + 3 A Levels or equivalent, to include Mathematics. Click here for details and application

**Click here for full listing of opportunities**
Engineering Apprenticeships:
Engineers at GSK are responsible for designing, maintaining and improving leading edge manufacturing facilities that deliver life-saving treatments. Their multi-skilled engineering apprenticeship programme is designed to create the engineers of the future. As an engineering apprentice, you will have the opportunity to develop mechanical, electrical & instrumentation or control & automation skills.

**Advanced:** Minimum of 5 GCSEs A*-C or Grade 5 including Maths at B or above and a science subject and English Language C or above.

**Higher:** BTEC 3 in engineering or A levels in Maths and/or Physics and/or Engineering.

**Degree:** minimum of 5 GCSE’s A*-C including English language and a Science at grade C or above, Maths at grade B or above. Must have/be predicted to achieve a minimum of 96 UCAS points from your top 3 A Levels or equivalent including Maths and Physics.

[Information/apply](https://www.gov.uk/apply-apprenticeship)

Finance Apprenticeships – Level 4 – Higher Apprenticeship

As a finance apprentice, you will gain a broad understanding of how their global business operates, particularly from a financial management perspective. Your level 4, Advanced apprenticeship will combine hands-on experience and the development of transferrable business skills with the globally recognised CIMA (Chartered Institute of Management Accountants) Certificate in Business Accounting.

**Higher:** minimum of 5 GCSEs at grade C or above or equivalent, including Maths and English Language at grade B. Must have/be predicted to achieve a minimum of 120 UCAS points from top three A-Levels (or equivalent).

[Information/apply](https://www.gov.uk/apply-apprenticeship)

Laboratory Science Programme – Higher Apprenticeship

GSK offer Laboratory Science Apprenticeships in either a manufacturing or a research & development (R&D) setting. The Laboratory Science apprenticeship will provide you with the opportunity to develop your skills and knowledge in a number of areas.

**Higher:** minimum of 6 GCSEs or equivalent at grades A*-C including English language, Science and Maths. Predicted to achieve a minimum of 96 UCAS points from your top 3 A-Levels (or equivalent), including Chemistry or Biology depending on on which apprenticeship you wish to study.

[Information/apply](https://www.gov.uk/apply-apprenticeship)

Digital Marketing Apprenticeship Level 3

As an apprentice at Google, you will join a program that aims to provide the skills you need to become a Digital Marketer professional. You will join the Sales/Marketing teams at Google and will be assigned a manager for the duration of your 15-month apprenticeship. You will start in October 2020 with our training provider WhiteHat, for initial training which is part of the 20% off-the-job training included in the program. After completing your initial training, you will rotate between being onsite at Google and training with WhiteHat throughout the duration of the apprenticeship.

[Click here for information and to apply](https://www.gov.uk/apply-apprenticeship)

Applications with GSK

Applications open 2 December 2019 for 2020 in-take from Advanced, Higher to Degree Level

Applications open 2 December 2019

Applications Close 1 March 2020

Applications with Sky

Applications with Sky Open December 2019

Applications are available in London, Leeds, Manchester and Bristol.

Apprenticeship Roles in:
- 4Creative
- Agency Sales
- Audience Research & Insight
- Commissioning
- Corporate Relations
- Finance
- Human Resources
- Information Systems Delivery
- Nations & Regions
- Press & Publicity
- Sales

You can sign up for an alert and will let you know when they have opened. [For information and application click here](https://www.gov.uk/apply-apprenticeship)

Search for current vacancies: [https://www.gov.uk/apply-apprenticeship](https://www.gov.uk/apply-apprenticeship)
School Leaver and Apprenticeship 2020 applications now open & Work experience Construction Week Programme

Opportunities with Mace in construction Click here for information and to apply

Work experience with Construction Week Programme with Mace:

Mace’s Careers in Construction Week programme is designed for students aged 15-17 who are interested in a career in the construction industry but are unsure of the route or role that could suit them best.

During the week, from their head office in London, you will:
- Learn about our key services and career paths, including design, project management, facilities management, construction delivery and sustainability.
- Meet senior colleagues, graduates, undergraduates and apprentices.
- Take part in workshops on Mace’s career opportunities.
- Visit some of Mace’s iconic projects, both live and completed.
- Attend workshops on CV writing, interviews and mock assessment centres.
- Complete a group activity - putting everything you have learned throughout the week into practice.

To apply click here

Applications are now open for BAM Early Career opportunities – whether you’re looking for an Apprenticeship, Summer or Industrial placement, Degree Sponsorship or a Graduate job, you!

Level 3 Technical Constructing Apprenticeships with BAM

This is a 2-year Apprenticeship, which rotates you through various business areas. After completion of the Level 3 qualification, you will then move onto our Level 4 Construction Apprenticeship programme (lasting 2 years), which then follows onto a Level 6 (degree) in either Construction Management or Quantity Surveying, which lasts approximately 3 years, resulting in your degree certification. Click here for information and to apply

Deadline for Applications: 31 December 2019

Search for current vacancies: https://www.gov.uk/apply-apprenticeship

Morrison's Degree Apprenticeships now open Manufacturing, Engineering and Retail

Morrison’s offers you the chance to be part of a different kind of retail business.

Whilst you’re working towards a degree and building a management career within their food retail business they pay all your course fees for you and you also get to work and earn a salary while you’re studying.

What you’ll be doing: At Morrison’s they make 60% of their fresh food in-house making you’ll learn how to run production lines and lead production teams while getting to grips with a wide range of manufacturing equipment, processes and technologies, and gaining exposure to a variety of manufacturing teams.

Achieve a valuable degree: While you’re working, you’ll also be studying towards a BSc (Hons) Management and Business at the University of Bradford. You’ll gain full chartered membership of the CMI (Chartered Management Institute).

What you’ll need to join Morrison’s
They are looking for resilience, determination and good leadership skills, along with the flexibility to meet the changing needs of their business. You’ll also need a minimum of 104 UCAS points (based on the new UCAS tariff or 260 based on the old tariffs) and Grade C (4) or more in Maths and English GCSEs.

Deadline for applications is Monday 6 January 2020.

Click here for information and to apply

Engineering Apprenticeships now Open

Atkins have a number of roles available across a range of disciplines, from surveying to project management, electrical to mechanical engineering (levels 3 – 7). You’ll work towards professional qualifications, gaining practical skills and earning while you learn.

Find out more about their Apprenticeship Scheme online and to apply.

Applications are currently open and the closing date for the scheme is the 31st January 2020.
Deloitte

BrightStart Higher Apprenticeships
Open 4 November – 19 January 2020

There are six business areas in the Deloitte BrightStart Apprenticeship Scheme you can choose from: Audit & Assurance, Consulting, Financial Advisory, Internal Client Services, Risk Advisory and Tax Consulting.

Audit & Assurance
Business & Financial Advisory
Cyber
Governance, Risk & Regulation
Human Capital
Strategy & Operations
Tax Consulting
Technology

What are the learning and development opportunities?
BrightStart Higher Apprenticeships are all about learning and developing. You’ll get everything you need to thrive and grow. Study time is factored in to your working week, so you can achieve your professional qualifications.
The formal qualification is only part of the story; we take a more rounded approach to apprenticeships. As well as classroom study and e-learning, you’ll gain experience on the job, have 1:1 coaching, designated Deloitte appraisers, mentors and buddies to support you at work, and the technical and skills training you need to move your career on further down the line. Not to mention the invaluable experience of working on live projects.

Will there be a permanent job at the end of my Apprenticeship?
Yes, it’s a permanent job. Depending on the business area you join it takes around 15 months to 4 years to complete BrightStart. At the end of your Apprenticeship, you’ll be leading your own projects and managing your own teams. Deloitte’s Apprentices add much value to their business they hope you’ll develop a long and successful career with them. Of course, you may choose another path. That’s ultimately what BrightStart is all about: developing skills and business intelligence that can lead to all kinds of amazing options.

Creative Media

Apprenticeship Opportunities at Warner Bros.

Current Apprenticeship openings. Please note that the Warner Bros. Apprenticeship scheme is aimed at school leavers who have not completed a degree course.

Technical Operations Apprentice
Finance Royalties Apprentice
Apprentice IT Support Analyst
Creative Services Apprentice
Home entertainment Sales Apprentice

Deadline for Applications: 5 January 2019
Click here for information

Management & Retail

M & S Careers

M & S Management Scheme for School Leavers is evolving. You’ll still get to experience every conceivable aspect of Store Operations. But, now, there’s an added element of accredited training.

Over 12 to 18 months, you’ll get to experience retail in real time. Food; Fashion; Home; and Store Operations. Managing £multi-million budgets. Leadership and people management skills. All this and more is part of the package. You’ll be coached and mentored throughout. By the time you’ve finished, you’ll be ready to take on the role of a Commercial Manager and responsibility for an entire department. Not to mention obtaining a Level 4 Higher Apprenticeship qualification in Retail Management.

Applications for this role close on Wednesday 19 February 2020. Please be aware that applications may close sooner depending on application numbers.
Details/apply

Hair & Beauty

ITS is an independent learning provider that specialises in hairdressing and work with high calibre salons in Hampshire, Berkshire and Surrey.

Telephone: 0044 (0) 2392 591666
Email: info@its-ltd.net
Facebook: https://www.facebook.com/its.a.hair.thing

Menzies

AAT Apprenticeship Programme
September 2020 Start

Are you an aspiring future business & finance leader who is looking to build a career with a dynamic and growing professional services firm? If so, you need to apply for Menzies LLP’s AAT Apprenticeship which is now open for applications for their September 2020 intake. We have positions available across their offices in Surrey (Leatherhead, Woking and Egham) and Hampshire (Farnborough). Click here for details/apply
AWE plays a crucial role in national defence. They have been at the forefront of the UK nuclear deterrence programme for more than 60 years. Supporting the UK’s Continuous At Sea Deterrence programme and national nuclear security are at the heart of what they do.

Their team of world-renowned scientists, engineers and specialists undertake critical work, providing and maintaining warheads for Royal Navy submarines – everything from design and manufacture to in-service support and decommissioning. Their unique nuclear skills and expertise mean that they are also able to provide intelligence and support to the UK Government by developing innovative solutions to combat nuclear threat, terrorism and nuclear proliferation. They also have a team dedicated to providing 24/7 emergency response support.

Today, AWE is recognised as a centre of scientific, engineering and technological excellence, equipped with some of the most advanced research, design and production facilities in the world.

They have a variety of apprenticeships which cover all areas of their business, from electrical maintenance and business administration to radiation protection and finance.

An apprenticeship with AWE will give you on-the-job training and hands-on experience of working in a business. We'll also support you to gain a professional qualification through approved, apprenticeship-standard structured college learning. In addition, you'll take on stretching challenges, working on projects that you won't find anywhere else.

Whatever your skills or passion, you'll discover that one of the big benefits of an AWE apprenticeship is direction. Throughout the programme, you'll receive regular feedback and coaching, while experts in your chosen field will be on hand to advise, support and help you to realise your potential. They'll work with you to map out your path (or paths) at AWE, so you can start looking ahead. From there, an AWE career is whatever you make it.

The application process for their apprenticeships opens in mid-November. Start your career here by registering your interest to become part of their nationally recognised apprenticeship programme.

Click here to register your interest
Apprenticeship Application

Once you’ve searched and found the right apprenticeship for you, you can get on with the application process.

If you’re planning on working for bigger organisations, you might have two or three interviews. A smaller employer may just want to meet you face-to-face, to see if you fit into their organisation. Employers will each set their own application process for an apprenticeship, which will be similar to applying for any other job within that organisation. This typically, will involve an interview. Interviews can range from face-to-face, a panel interview, on the telephone or on-line. It just depends on how the employer wants to conduct it. If you’ve not done an interview before, the following tips should help you through the whole process:

BEFORE YOUR INTERVIEW

CHECK WHERE AND WHEN
Find out what time your interview is, then figure out the best way to get there in plenty of time. Also check the employer’s website for the address, directions and any useful advice on finding their premises.

KNOW YOUR STUFF
It’s worth finding out as much as you can about the apprenticeship, and the organisation that’s interviewing you. You might also want to keep up to date with the relevant news in your industry, just in case your interviewer asks your opinions on any relevant news stories.

PRACTICE
Try a mock interview with a teacher, adviser or even a friend. A simple practice interview can help you feel more confident, and see what questions and answers you need to practice. Remember to include a few questions that you think might be asked e.g. Why you chose this apprenticeship, what you enjoy most about your current studies.

Some Example Interview Questions:
Why have you applied for this apprenticeship?
- Give an example of a time when you have coped well under pressure
- What are your strengths?
- What are your weaknesses?
- What do you think we want from our apprentice?
- Rate your Organisational skills on a scale of 1-5 (5 being the highest). Give an example of when you have used these
- Give an example of how you have dealt with a difficult situation
- Tell us about yourself
- Tell us a bout a recent situation where you were required to use your own initiative
- What role to you play in a team environment?

Some Questions you could ask:
- How would you describe the work culture?
- What do you offer in terms of continuing professional development?
- I notice that you have recently introduced…… How will this impact the organization?
- What are the most significant issues that the organization will face over the coming months?

LifeSkills
Go forward into work

LifeSkills is designed to help young people develop the skills they need for the 21st century workplace.

Preparing for the workplace? You’ll find content on building confidence, creating a CV and preparing for interviews, and you can even try virtual work experience on the LifeSkills website.

Not all apprenticeships will require a psychometric test.

What are psychometric tests?
Psychometric tests are used by employers to objectively measure candidates cognitive abilities, attitudes, personality and knowledge. They’re becoming increasingly popular in the recruitment process and are now used in industries ranging from banking and finance to police and the armed forces. Psychometric tests are believed to be a reliable method of assessing employability skills in a sense that they provide a source of meaningful and consistent insights over time, regardless the specificity of a discipline to which they are being applied.

What are the different types of psychometric tests?
There are a number of different types of psychometric test due to the range of cognitive capabilities and employer priorities. The most commonly used are:
- numerical reasoning tests,
- verbal reasoning tests,
- diagrammatic reasoning tests,
- situational judgement tests
- personality tests.

www.practiceaptitudetests.com/psychometric-tests
www.jobtestprep.co.uk/free-psychometric-test
www.careergym.com

Search for apprenticeships
https://www.studentladder.co.uk
https://www.notgoingtouni.co.uk/
https://amazingapprenticeships.com/
https://www.gov.uk/apply-apprenticeship
https://www.ratemyapprenticeship.co.uk/
Labour Market Information for London Area

**London**

**Employment**
- 74.9%
- Female 68.8%
- Male 80.9%

**Unemployment**
- 4.3%

UK average 76.1%.

**Salary**
- The average income is £37,086 a year

**Working Hours**
- On average people work 33.4 hours a week

**Self-Employed**
- 17.4%
- 1,046,453 people are self-employed

**Predicted Job Growth**
- +155,000 extra jobs by 2024

**Sectors set to grow**
- Professional Services
- Information Technology
- Health and Social Work
- Construction
- Finance and Insurance
- Financial Technology
- Energy

**Where are the most jobs now?**
- Science and Technology
- Wholesale and Retail
- Health and Social Care
- Administration
- Information Technology

*LMI obtained from the Office for National Statistics and Gov.uk. Last updated July 2019*
Labour Market Information for South East Area

South East

Employment
79.4%

- Female 75.5%
- Male 83.3%

Unemployment
3%

UK average 76.1%.

Salary

The average income is £28,392 a year

Working Hours

On average people work 31.3 hours a week

Self Employed

16.2%

568,276 people are self-employed

Predicted Job Growth

+110,000 extra jobs by 2024

Sectors set to grow

- Construction
- Health and Social Work
- Professional Services
- Wholesale and Retail
- Support Services
- Transport and Storage

Where are the most jobs now?

- Wholesale and Retail
- Health and Social Care
- Education
- Science and Technology
- Administration

*LMI obtained from the Office for National Statistics and Gov.uk. Last updated July 2019*