



**OFSTED**  
**OUTSTANDING**  
**FOR APPRENTICESHIPS**

# THE APPRENTICESHIP HANDBOOK

**NORTHERN  
SKILLS**

APPRENTICESHIP & TRAINING ARM OF  
**MIDDLESBROUGH COLLEGE GROUP**

**“I always thought about working in education, but I didn’t pursue it until I found the apprenticeship with Northern Skills. I’ve really enjoyed learning on the job – it was definitely the best move for my career.”**

Jacob Kerrison  
Level 3 Teaching Assistant Apprentice at  
Grangetown Primary School



# EXPERTS IN APPRENTICESHIPS AND TRAINING

**Northern Skills** is one of the largest providers of apprenticeships in the North East, working with a huge range of employers to deliver apprenticeships across the region. Our Apprenticeships Team and experienced training advisors help thousands of young people secure an apprenticeship in their chosen career, putting them on the fast track to success.



**NORTHERN  
SKILLS**

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Middlesbrough  
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# APPRENTICESHIPS EXPLAINED

When it comes to hiring new talent, employers are looking for two things: qualifications and experience. With an apprenticeship, you'll get both – and you'll be earning a wage too!

Apprenticeships are the perfect way to gain the essential skills and experience employers are looking for. You'll learn on-the-job, from skilled professionals, while studying towards an industry-recognised qualification, giving you that all-important head start in your career.

## Benefits

- › Earn a wage
- › Gain an industry-recognised qualification
- › Learn in a practical setting
- › Work alongside skilled professionals
- › Avoid University loan debts

## Levels

Level 2 Intermediate Apprenticeship	Equivalent to five GCSEs at grade 4
Level 3 Advanced Apprenticeship	Equivalent to two A Levels
Level 4/5 Higher Apprenticeship	Equivalent to a University level qualification
Level 6/7 Degree Apprenticeship	Equivalent to a master's degree

## Why choose Northern Skills?

- › Over 70% of our apprentices who completed their apprenticeship progressed to full-time employment
- › We have a 95% satisfaction rate
- › On average, achieving a Level 2 or Level 3 apprenticeship can boost earnings by 11% and 16% respectively (NAS)





**“Choosing an apprenticeship was the best option for me! Standard classroom learning just wasn’t the best way for me to develop my skills, but with my apprenticeship, I have built my skill set massively and I feel prepared and ready to progress.”**

**Nell McPartlin  
Level 3 Digital Marketing  
Apprentice at Middlesbrough  
College Group**

**“I was already working in a kitchen part-time, so progressing to an apprenticeship seemed like the natural next step for me. I love that I’m getting a lot of experience in the workplace, but also attending College one day a week to really focus on new skills and best practice.”**

**Jamie Foster**  
Level 2 Commis Chef Apprentice



# YOUR QUESTIONS ANSWERED

## How does an apprenticeship work?

Apprentices work alongside industry professionals to gain hands-on experience while studying for a qualification and earning a wage.

## How long do they last?

Apprenticeships can last anywhere from 1 to 4 years, depending on the type of qualification you're working towards.

## How much time do I spend in the classroom?

Apprentices usually spend 4 days in the workplace and 1 day in the classroom. You are typically employed for a minimum of 30 hours per week and learn on the job, at one of our training facilities, and through remote study.

You will also be allocated a personal assessor who will visit your place of work and provide feedback and support during your programme.

## How will I be assessed?

There are several ways that you will be assessed during your apprenticeship, including:

- » Practical assessments/ exams
- » Portfolio of evidence
- » Final assessment
- » On and off job training
- » End-point assessment (exams, interviews and presentations)

## How much will I get paid?

As an apprentice, you are entitled to the national apprentice wage, however many employers choose to pay more than this or increase the rate after the employee has been within the company for a certain amount of time.



Find out the latest apprenticeship minimum wage!

## What is my holiday entitlement?

As an employee, you are entitled to a minimum of 20 days holiday per year, in addition to bank holidays. Your employer may offer more than this or increase your entitlement after a certain amount of time with the company.

## What roles are available?



Check out our latest apprenticeship vacancies!

# APPRENTICESHIPS WE OFFER

All our apprenticeships are developed in consultation with employers by the Institute for Apprenticeships & Technical Education.

## Beauty

- › Level 2 Beauty Therapy
- › Level 3 Beauty Therapy

## Business

- › Level 2 Customer Service Practitioner
- › Level 2 Accounts/Finance Assistant (AAT2)
- › Level 3 Team Leader (ILM3)
- › Level 3 Business Administrator
- › Level 3 Accounts Assistant (AAT3)
- › Level 4 Professional Accounting (AAT4)
- › Level 5 Operations Manager (ILM5)

## Catering & Hospitality

- › Level 2 Commis Chef
- › Level 2 Production Chef
- › Level 2 Hospitality Team Member
- › Level 3 Senior Production Chef
- › Level 3 Hospitality Supervisor

## Childcare, Healthcare and Education

- › Level 3 Dental Nursing
- › Level 3 Teaching Assistant
- › Level 3 Early Years Educator
- › Level 4 Children, Young People and Families Practitioner

## Construction

- › Level 2 Bricklayer
- › Level 2 Carpentry and Joinery
- › Level 2 Wood Product Manufacturing Operative
- › Level 2 Property Maintenance Operative
- › Level 3 Civil Engineering Technician
- › Level 4 Civil Engineering Senior Technician
- › Level 4 Construction Quantity Surveying Technician
- › Level 4 Construction Site Supervisor
- › Level 4 Construction Design and Build Technician



## Engineering & Manufacturing

- › Level 2 Lean Manufacturing Operative
- › Level 2 Engineering Operative
- › Level 2 General Welder (Arc Processes)
- › Level 2 Science Manufacturing Process Operative
- › Level 3 Science Manufacturing Technician
- › Level 3 Science Industry Maintenance Technician
- › Level 3 Laboratory Technician
- › Level 3 Maintenance & Operations Engineering Technician
- › Level 3 Engineering Design and Draughtsperson
- › Level 3 Engineering Technician
- › Level 3 Machining Technician
- › Level 3 Engineering Fitter
- › Level 3 Metal Fabricator
- › Level 3 Pipe Welder
- › Level 3 Plate Welder
- › Level 3 Process Industry Manufacturing Technician
- › Level 4 Engineering Manufacturing Technician

## IT, Computing and Digital Technologies

- › Level 3 Multi-Channel Marketer
- › Level 3 Information Communications Technician
- › Level 3 Network Cable Installer (Newcastle delivery)
- › Level 3 Software Development Technician
- › Level 3 Content Creator
- › Level 3 Multi-Channel Marketer
- › Level 3 Cyber Security Technician
- › Level 4 Marketing Executive
- › Level 4 Software Developer
- › Level 4 Network Engineer
- › Level 5 Audio Visual Technician

## Motor Vehicle (Automotive Technology)

- › Level 2 Autocare Technician
- › Level 3 Light Vehicle Service and Maintenance Technician

**“Apprentices on STEM-related apprenticeships attend their on-the-job training in industry-standard facilities that showcase new and emerging sector technologies.”**

– Ofsted, 2024

# Beauty

Start your career in the beauty industry with an apprenticeship! Not only will you learn what it takes to succeed in this dynamic industry, but you'll also develop key transferable skills to prepare you for long-lasting employment.

## Employers we work with:

Are you Gelous yet, Bel Viso, Ultra Chique Clinique, Goddess Beauty, Seashells Hair and Beauty Salon, Aspire Hairdressing & Beauty.



## Level 2 Beauty Therapy

**Duration:** 18 months

**Entry requirements:** You must have achieved a grade 2 or above in GCSE maths and English, or Functional Skills Level 1. Individual employers may also set their own entry requirements.

**Career progression:** On completion of this apprenticeship, you will have the opportunity to progress onto the Level 3 Advanced Beauty Therapy Apprenticeship.

## Level 3 Advanced Beauty Therapy

**Duration:** 21 months

**Entry requirements:** You must have achieved a grade 4 or above in GCSE maths and English. Individual employers may also set their own entry requirements.

**Career progression:** On completion of this apprenticeship, you could progress into full-time employment or self-employment with your own business.



# Business and Professional

Our business and professional apprenticeships will give you the essential knowledge and skills to be successful in a broad range of office-based roles, including administration, accountancy, management and customer service.

You will also develop transferable skills such as planning, research analysis and effective communication – the perfect way to get a head start in your career!

## Employers we work with:

Darlington Building Society, Wilton International, Ambrose & Co, CPI and Redcar & Cleveland Council.



## Level 2 Customer Service Practitioner

**Duration:** 14–17 months

**Entry requirements:** You must have achieved a grade 3 or above in GCSE maths and English, or Functional Skills Level 1. Individual employers may also set their own entry requirements.

**Career progression:** On completion of this apprenticeship, you could progress onto the Level 3 Customer Service Specialist Apprenticeship or into roles such as Customer Service Specialist or Business Administrator.

## Level 2 Accounts/Finance Assistant (AAT2)

**Duration:** 14–17 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own entry requirements.

**Career progression:** On completion of this apprenticeship, you could progress into an Assistant Accountant role on the Level 3 AAT Apprenticeship.

## Level 3 Team Leader (ILM3)

**Duration:** 18–21 months

**Entry requirements:** You must have achieved a grade 4 or above in GCSE maths and English, or Functional Skills Level 2. Individual employers may also set their own entry requirements.

**Career progression:** On completion of this apprenticeship, you can choose to register as an Associate Member with the Institute of Leadership and Management to support your professional career development. You could also progress onto the Level 5 Operational Manager Apprenticeship.

## Level 3 Business Administrator

**Duration:** 18–21 months

**Entry requirements:** You must have achieved a grade 4 or above in GCSE maths and English, or Functional Skills Level 2. Individual employers may also set their own entry requirements.

**Career progression:** This apprenticeship could lead to future career opportunities in business, or further study through a higher-level apprenticeship.



### Level 3 Accounts Assistant (AAT3)

**Duration:** 15–18 months

**Entry requirements:** You must have achieved a grade 4 or above in GCSE maths and English, or Functional Skills Level 2. Individual employers may also set their own entry requirements.

**Career progression:** This apprenticeship could lead to Professional Accounting or Taxation Technician roles on the Level 4 AAT Apprenticeship.

### Level 4 Professional Accounting (AAT4)

**Duration:** 18–21 months

**Entry requirements:** You must have achieved a grade 4 or above in GCSE maths and English or Functional Skills Level 2, plus a relevant Level 3 qualification. Individual employers may also set their own entry requirements.

**Career progression:** After completing the Professional Accounting Technician Apprenticeship, you could receive credits towards the Professional Accountant Apprenticeship or Chartered Accountancy qualifications provided by the relevant professional bodies. Possible job roles include Assistant Auditor, Commercial Analyst, Business Tax Assistant or Payroll Manager.

### Level 5 Operations Manager (ILM5)

**Duration:** 24–30 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above or Functional Skills Level 2, plus a relevant Level 3 qualification. Individual employers may also set their own entry requirements.

**Career progression:** On completion of this apprenticeship, you can register with the Chartered Management Institute and/or the Institute of Leadership and Management. You could also apply for Chartered Manager status through the CMI after 3 years of management experience.



**“Leaving school with hardly any GCSEs, I thankfully discovered an apprenticeship and now this has allowed me to progress to a degree. My advice to anyone unsure what to do is to complete an apprenticeship. The possibilities are endless.”**

**Jordan Whelpton**  
AAT Level 4 Professional Accounting Technician at Intellect

Jordan was awarded Rising Star of the Year at the Northern Skills Apprenticeship Awards 2023

**Apprenticeship  
Awards 2023**

Rising Star

Jordan Whelpton

*John*  
John 1995  
Professional Accountant  
November 2023

NORTHERN  
SKILLS

GOVERNMENT

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# Catering and Hospitality

Do you want a fast-paced and lively career in hotels, restaurants and bars? A catering and hospitality apprenticeship could be just the right fit for you!

We offer a variety of apprenticeship standards, so no matter your career ambitions, you'll develop the key skills you need to succeed in industry.

## Employers we work with:

Hamilton Russell, Plum Jam Restaurants (Cena and Bay Horse), Chadwicks Inn Maltby, Baker Street Kitchen, Elerby Hotel.



## Level 2 Commis Chef

**Duration:** 12 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 1 or above, or Functional Skills Level 1.

**Career progression:** This can lead to careers in industry, or further study through a Level 3 apprenticeship.

## Level 2 Production Chef

**Duration:** 15 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 1 or above, or Functional Skills Level 1.

**Career progression:** This can lead to careers in industry, or further study through a Level 3 apprenticeship.

## Level 3 Senior Production Chef

**Duration:** 13 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own entry requirements.

**Career progression:** This can lead to careers in industry or a higher-level apprenticeship.

## Level 2 Hospitality Team Member

**Duration:** 12 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 1 or above, or Functional Skills Level 1. Individual employers may also set their own entry requirements.

**Career progression:** Successful completion of this apprenticeship could lead to further study on the Level 3 Hospitality Supervisor Apprenticeship, or a range of roles in the hospitality industry.

## Level 3 Hospitality Supervisor

**Duration:** 12 months (+3 months EPA)

**Entry requirements:** Individual employers will set their own entry requirements, but it is expected that you'll have worked in an operational role within the industry to start on this apprenticeship standard. You must also have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2.

**Career progression:** Apprentices can pursue careers in hospitality management or continue studying on a higher-level apprenticeship programme.

# Childcare, Healthcare and Education

Whether you want to work with children and young people or aspire to support patients with their health and care, an apprenticeship is the perfect way to develop your skills in a practical setting.

Our apprenticeship standards cover a range of exciting occupations, from Teaching Assistants to Dental Nursing.

## Employers we work with:

Redcar and Cleveland Council,  
Middlesbrough Council, Saville Dental  
Practice, Perfect Smile, Tees Valley Care.





### Level 3 Dental Nursing

**Duration:** 18 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own entry requirements.

**Career progression:** With this apprenticeship, you can register with the General Dental Council as a qualified Dental Nurse. Apprentices can also pursue careers in dental hygiene, general nursing and oral health.

### Level 3 Teaching Assistant

**Duration:** 18–21 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own entry requirements.

**Career progression:** As well as ensuring full competency as a Teaching Assistant, this standard provides a foundation for progression into several career paths in the educational sector including higher-level Teaching Assistant and Teacher.

### Level 3 Early Years Educator

**Duration:** 18–21 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** With this apprenticeship, you can pursue a career in Early Years Educator roles in nurseries and primary schools, or progress to higher-level study.

### Level 4 Children, Young People and Families Practitioner

**Duration:** 18–21 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above or Functional Skills Level 2, plus a relevant Level 3 qualification. Individual employers may also set their own entry requirements.

**Career progression:** With this apprenticeship, you could pursue a career in Residential Care Practitioner or Care Support Worker roles. You could also progress to higher-level study.

# Construction

Build your career in one of the UK's biggest industries with an apprenticeship in construction. Choose from traditional trades such as bricklaying, carpentry and joinery, or pursue a career in construction specialisms such as civil engineering – no matter your interest, we have something for you!

## Employers we work with:

Broadacres, Persimmon Homes, Gleeson Homes, ERW Joinery, Vision Building Services, Teesside Valley Combined Authority, Jacobs UK Ltd, Taylor Wimpey, RWO Associates Ltd.



## Level 2 Bricklayer

**Duration:** 24–30 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career progression:** After completing this apprenticeship, you will have satisfied the requirements to obtain a Construction Skills Certification Scheme (CSCS) Card at the appropriate level. This qualification will provide opportunities to progress to further qualifications and training such as the Level 3 NVQ Diploma in Bricklaying or Level 3 NVQ Diploma in Occupational Work Supervision.

## Level 2 Wood Product Manufacturing Operative

**Duration:** 24 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship could lead to more specialist occupations through further training such as Advanced Furniture CNC Technician.

## Level 2 Carpentry and Joinery

**Duration:** 24–27 months

**Entry Requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career progression:** You could choose to continue studying on the Level 3 Carpentry and Joinery Apprenticeship or secure employment as a Site Carpenter or Architectural Joiner.

## Level 2 Property Maintenance Operative

**Duration:** 12–15 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career progression:** You could progress into roles such as a Maintenance Assistant, Property Engineer or Facilities Assistant.

### Level 3 Civil Engineering Technician

**Duration:** 36 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** After completing this apprenticeship, you could progress into Higher Education or seek employment in roles such as Construction Technician, Civil Engineering Technician, or Junior Site Technician.

### Level 4 Civil Engineering Senior Technician

**Duration:** 36 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** After completing this apprenticeship, you could progress into Higher Education or seek employment in roles such as Construction Technician, Civil Engineering Technician, or Junior Site Technician.

### Level 4 Construction Quantity Surveying Technician

**Duration:** 36 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above or Functional Skills Level 2, plus a relevant Level 3 qualification. Individual employers may also set their own entry requirements.


**Career progression:** This apprenticeship can lead to a range of Higher Education courses or a degree apprenticeship. Possible job roles include Assistant Quantity Surveyor, Assistant Cost Engineer, or Quantity Surveying Technician.

### Level 4 Construction Site Supervisor

**Duration:** 36 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above or Functional Skills Level 2, plus a relevant Level 3 qualification. Individual employers may also set their own entry requirements.

**Career progression:** This apprenticeship can lead to a range of Higher Education courses or a degree apprenticeship. Possible job roles include Assistant Site Manager, Construction Site Supervisor, or Site Manager.



**"I really wanted hands-on experience when leaving school so I decided an apprenticeship was the best route for me to go down. After finishing my apprenticeship with Broadacres, they offered me a full time job, so it has been great to progress within the company!"**

**Joseph Elliot**  
Level 2 Advanced Carpentry and Joinery  
Apprentice working at Broadacres





## Level 4 Construction Design and Build Technician

**Duration:** 36 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above or Functional Skills Level 2, plus a relevant Level 3 qualification. Individual employers may also set their own entry requirements.

**Career progression:** This apprenticeship can lead to a range of Higher Education courses or a degree apprenticeship. Possible job roles include Design and Build Coordinator or Design Manager.



# Engineering and Manufacturing

Are you a natural problem solver with an analytical mind? Do you have a drive for innovation? An engineering apprenticeship could be the perfect stepping stone to your dream career!

Our apprenticeships will give you the skills, knowledge and experience to stand out from the crowd and succeed in industry. No matter what engineering specialism you're interested in, we'll have an apprenticeship standard for you.



## Employers we work with:

British Steel, Sembcorp Energy, Mitsubishi Chemicals, Quorn Foods, ElringKlinger, Caterpillar, IPN, Labman, Engie Fabricom, Hitachi Rail EU, Propipe Ltd, Tees Components, Francis Brown, Paragon Rapid Technologies, Lionweld Kennedy Flooring, Jacobs.

## Level 2 Lean Manufacturing Operative

**Duration:** 12–15 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship may lead to more specialist occupations through further training or higher-level study. Future job roles include Manufacturing Production Operative.

## Level 2 Engineering Operative

**Duration:** 12–18 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship can lead to more specialist occupations through further training or higher-level study.

## Level 2 Welder

**Duration:** 18–21 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career progression:** With this apprenticeship, you could progress to higher-level positions in industry, such as Multi-Positional Welder, High Integrity Welder, Welding Instructor and Teacher, and Welding Inspector.

## Level 2 Science Manufacturing Process Operative

**Duration:** 18 months

**Entry Requirements:** You must have achieved GCSE English and maths at grade 3 or above, or Functional Skills Level 1. Individual employers may also set their own requirements.

**Career Progression:** This apprenticeship can lead to more specialist occupations through further training or higher-level study.



**“I have only been here seven months but so far I am loving it. I am really appreciating my time here and I was honoured to be nominated for the Daniel Thompson award, I have tried my absolute best so it is good to be recognised. The tutors are so dedicated and are always on hand if you need anything, they are experts in their field and I couldn't ask for better tutors.”**

**Ellie Cavanagh**  
**Level 3 Electrical Instrumentation**  
**Apprentice**



## Level 3 Science Manufacturing Technician

**Duration:** 18 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship standard is recognised by the relevant professional bodies at Registered Science Technician (RSciTech) level. Technicians are required to participate in continuing professional development after completing this apprenticeship.

This standard meets the professional standards of the Engineering Council for registration as an Engineering Technician (EngTech). Registration is subject to candidates successfully completing the appropriate learning, developing the appropriate competence, and undergoing professional review.

## Level 3 Science Industry Maintenance Technician

**Duration:** 36 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This standard has been designed to deliver Underpinning Knowledge and Understanding (UKU) and to provide apprentices with work-based learning opportunities, enabling them to register as an Engineering Technician (EngTech). This registration is defined by the UK Standard for Professional Engineering Competence (UK – SPEC).

## Level 3 Laboratory Technician

**Duration:** 24 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship standard is a professional, industry-recognised qualification.

### Level 3 Maintenance and Operations Engineering Technician

**Duration:** 36–42 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This standard will meet the professional standards of the Engineering Council for registration as an Engineering Technician (EngTech) by an appropriate professional engineering institution.

### Level 3 Engineering Design and Draughtsperson

**Duration:** 42 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** After successfully completing this apprenticeship and undergoing professional review, you could gain professional registration and pursue careers in industry.

### Level 3 Engineering Technician

**Duration:** 42–45 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship is recognised by relevant professional engineering institutions at the appropriate level of professional registration (EngTech).

### Level 3 Machining Technician

**Duration:** 42–45 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship is recognised by relevant professional engineering institutions at the appropriate level of professional registration.

**“I originally wanted to do more hands-on learning rather than being sat in a classroom. With my apprenticeship, I get the best experience for industry and train on-site. Engineering is such an exciting career, and I am glad to have already started my career in it with an apprenticeship!”**

**Alisha Massey**  
Level 3 Mechanical Fitter Apprentice at CF Fertilisers



A young man with short brown hair and a goatee, wearing a blue work jacket with reflective silver stripes and a Hydrasun logo, stands in a large industrial workshop. He is smiling at the camera. In the background, another person in a blue uniform is working at a machine, and various industrial equipment and shelving are visible.

**“I chose an apprenticeship because I want to gain hands-on skills in the sector, and this is the perfect way to do it! I love working as part of the Hydrasun team and I’m hoping to stay on once I complete my apprenticeship.”**

**Louis Johns**  
**Level 3 Instrumentation and Mechanical**  
**Apprentice at Hydrasun**

### Level 3 Engineering Fitter

**Duration:** 42–45 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship is recognised by relevant professional engineering institutions at the appropriate level of professional registration (EngTech). Career opportunities include Mechanical Fitter, Pipe Fitter or Instrumentation Fitter.

### Level 3 Metal Fabricator

**Duration:** 42 months

**Entry Requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career Progression:** This apprenticeship is recognised by relevant professional engineering institutions at the appropriate level of professional registration.

### Level 3 Pipe Welder

**Duration:** 42–45 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship can lead to more specialist occupations through further training or higher-level study.

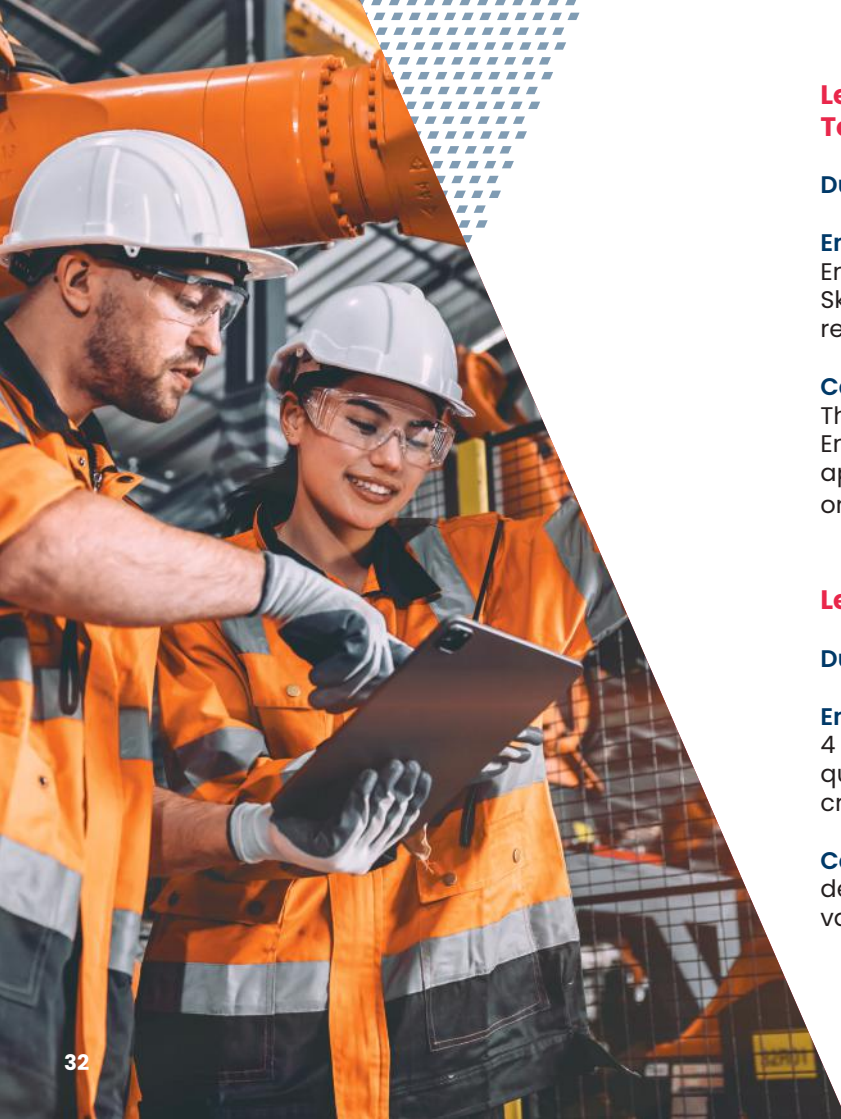
### Level 3 Plate Welder

**Duration:** 36–39 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** Apprentices can progress to higher-level positions in industry, such as Multi-Positional Welder, High Integrity Welder, Welding Instructor and Teacher, and Welding Inspector.





### Level 3 Process Industry Manufacturing Technician

**Duration:** 36 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above, or Functional Skills Level 2. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship aligns with The Institution of Chemical Engineers (IChemE) for Engineering Technician (EngTech). On completion, apprentices can pursue Process Industry Technician roles or further study through a higher-level apprenticeship.

### Level 4 Engineering Manufacturing Technician

**Duration:** 42 months

**Entry requirements:** You must have achieved a grade 4 or above in English and maths, plus a relevant Level 3 qualification. Individual employers may also set specific criteria for their apprenticeship vacancies.

**Career progression:** This apprenticeship can lead to a degree-apprenticeship in Manufacturing Engineering or various opportunities in industry.



**“This apprenticeship is helping me get into my dream career while learning and getting paid. I’m learning all about electrical and instrumentation which I love, and I’m getting great support from all my tutors.”**

**Tianna Maloney**  
Science Industry Maintenance Technician  
Apprentice at CPI

# IT, Computing and Digital Technologies

The Tees Valley is a hotbed for digital innovation and there has never been a more exciting time to join this ever-growing industry! With an IT, computing or digital apprenticeship, you'll gain the skills and experience you need to thrive in this sector, preparing you for a range of dynamic careers.

## Employers we work with:

Mabo, Wander Films, Webahead, Autumn Leaf, Fleet Factors, Stockton Borough Council, Kings College London.



### Level 3 Information Communications Technician

**Duration:** 18 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above. Individual employers may also set their own entry requirements.

**Career progression:** After completing this apprenticeship, you could move onto the Level 4 Network Engineer Apprenticeship.

### Level 3 Cyber Security Technician

**Duration:** 21 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above. Individual employers may also set their own entry requirements.

**Career progression:** After completing this apprenticeship, you could move onto the Level 4 Network Engineer Apprenticeship.

### Level 3 Network Cable Installer (Newcastle only)

**Duration:** 12 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above. Individual employers may also set their own entry requirements.

**Career progression:** This apprenticeship can lead to high-level apprenticeships in the industry, or full-time employment in network cable installation.

### Level 3 Software Development Technician

**Duration:** 18 months (+3 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above. Individual employers may also set their own entry requirements.

**Career progression:** After completing this apprenticeship, you could progress to the Level 4 Software Developer Apprenticeship.



### Level 3 Content Creator

**Duration:** 12–18 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above. Individual employers may also set their own entry requirements.

**Career progression:** With the Content Creator Apprenticeship, you could progress into Content Creator roles with digital agencies, broadcasters and publishers.

### Level 3 Multi-Channel Marketer

**Duration:** 18 months (+5 months EPA)

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above. Individual employers may also set their own requirements.

**Career progression:** This apprenticeship can lead to higher-level study, or full-time employment in the marketing industry.

### Level 4 Marketing Executive

**Duration:** 18 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above and completed a relevant Level 3 qualification. Individual employers may also set their own entry requirements.

**Career progression:** This apprenticeship is designed to meet the requirements for registration as an affiliate member with the Chartered Institute of Marketing (CIM). You could progress to further study, higher-level apprenticeships, or full-time employment.

### Level 4 Software Developer

**Duration:** 27 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above and completed a relevant Level 3 qualification. Individual employers may also set their own entry requirements.


**Career progression:** You could progress to further study, higher-level apprenticeships, or full-time employment.



A young man with short brown hair, Sean Galvin, is sitting at a white table. He is wearing a black hoodie and a lanyard with a badge around his neck. His hands are clasped together on the table. He is looking directly at the camera with a slight smile. The background is a blue wall with a pattern of small blue squares in the top right corner.

**“I was lucky enough to have a work experience opportunity with Autumn Leaf Digital and I loved it there, so when an apprenticeship became available, I jumped at the chance! I really enjoy my apprenticeship as it has given me a direct path to the job I want – I feel like I have been given a head start in my career!”**

Sean Galvin  
Level 3 Software Development  
Apprentice at Autumn Leaf Digital

A photograph of two young women in an office environment. One woman, with blonde hair and glasses, is seated and looking at a laptop. The other woman, with brown hair and glasses, is leaning over her shoulder, pointing at the screen. Both are wearing lanyards with 'Broadacres' logos. The background shows office partitions and a window.

**“I had a great experience at Broadacres, and I learnt lots from Northern Skills as well. I could put my learning into practice every day and this gave me the ability to grow throughout my apprenticeship and take on many different tasks with confidence. I found the balance of working and learning great.”**

**Annie Cooper**  
**Level 3 Digital Marketing Apprentice**  
**at Broadacres**

## Level 4 Network Engineer

**Duration:** 24 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above and completed a relevant Level 3 qualification. Individual employers may also set their own entry requirements.

**Career progression:** This apprenticeship is recognised for entry onto the Register of IT Technicians. You could progress to further study, higher-level apprenticeships, or full-time employment.

## Level 5 Audio-Visual Technician

**Duration:** 27 months

**Entry requirements:** You must have achieved GCSE English and maths at grade 4 or above and completed a relevant Level 3 qualification. Individual employers may also set their own entry requirements. Applicants without Level 3 qualifications will need to demonstrate experience with audio-visual technology.

**Career progression:** After this apprenticeship, you can progress to full-time employment or the BSc (Hons) Audio-Visual Technology programme delivered by Middlesbrough College.

# Motor Vehicle (Automotive Technology)

Do you want to gain hands-on experience with motor vehicle technology? Are you an expert problem solver with great customer service skills? Gear up for a career you'll love with a motor vehicle apprenticeship at Northern Skills!

## Employers we work with:

A. V. Dawson, Prestons of Potto, Ron Turnbull Garages, M&M Garages, Auto Magic and Briems Motors.





## Level 2 Autocare Technician

**Duration:** 30 months

**Entry requirements:** You must have achieved Level 1 English and maths before taking your end-point assessment. Individual employers may also set their own entry requirements.

**Career progression:** After this apprenticeship, you can apply for IMI membership and gain entry to the IMI Professional Register.

## Level 3 Motor Vehicle Service and Maintenance Technician

**Duration:** 36 months

**Entry requirements:** You must have achieved Level 2 English and maths at grade 4 or above. Individual employers may also set their own entry requirements.

**Career progression:** After this apprenticeship, you could progress to further study, a higher-level apprenticeship, or full-time employment.





# WHAT TO DO NEXT

You've found your dream apprenticeship programme – so, what's next?

With an apprenticeship, you need to find a vacancy or suitable employer before you apply. When you've found the apprenticeship vacancy you'd like to go for, you can submit your application for the employer to review – just like any other job application!

1

## Search for a vacancy

Visit [www.northernskills.co.uk](http://www.northernskills.co.uk) to search for current apprenticeship vacancies. We get new vacancies all the time, so make sure to sign up to our mailing list!



2

## Apply for a vacancy

You've found the perfect apprenticeship vacancy and now it's time to apply! From our website, you will be redirected to the National Apprenticeship Service website – this is where you'll submit your application.

Your application should include any previous work experience and qualifications you've gained at school. It's your opportunity to show off your skills and tell the employer why they should hire you!

If you need support with your application, contact a member of our Apprenticeships Team.



**3**

### Guidance interview

If your application is short-listed, a member of our Recruitment Team will call you for a guidance interview to ask you basic questions about the role you've applied for.

Our team will review your answers and, if you're a good fit for the role, you'll be invited to interview.

**4**

### Attend an interview

If your application is successful, you will be invited for a first-stage interview with our team to discuss your application in more detail.

During the interview, the team will discuss your application, other areas of interest, discuss how apprenticeships work and explain the recruitment process at Northern Skills.

If you have any questions, please bring them to the interview. We'll provide feedback on your CV and any interview support if needed.

**5**

### Job matching

Our team will forward your CV to the employer and will also share your CV with other employers that we think could be a good match for you!

If the employer wants to progress your application, we will invite you to a second-stage interview. This could either be over the phone or face-to-face – either way, our friendly team will support you throughout!

**6**

### Final Decision

Whether you're successful or not, our team will always contact you with the employer's decision. If you're successful, we will arrange your start date, enrol you onto the apprenticeship, and advise you of next steps.

If you weren't successful this time – don't worry! We'll continue to share your CV with prospective employers to help you secure your dream apprenticeship.

# CAN'T FIND A VACANCY THAT'S RIGHT FOR YOU?

Don't worry! There are plenty of options available to students who can't find a suitable apprenticeship vacancy to apply for.

## Apply for a full-time course

It's a good idea to apply for a full-time vocational course before starting an apprenticeship, just in case you can't find a vacancy for you. Once an employer or vacancy becomes available, we can fast track you onto an apprenticeship programme with Northern Skills midway through your course in most of our programme areas.

This is a valuable option as it allows you to gain a basic understanding of the industry you will be working in and complete work as part of your technical certificate. If you are based in the Tees Valley, you can apply for full-time courses at Middlesbrough College or TTE!



Scan the QR code to visit  
[www.mbro.ac.uk](http://www.mbro.ac.uk).

## Still in school?

Get ahead of the game and register your interest in an apprenticeship while you're still in school! By signing up to our email bulletin, you will receive regular updates on upcoming apprenticeships and opportunities, so you'll be ready to apply when you finish your studies for the summer.



**“I was happy to get the apprenticeship so I could start earning while gaining a qualification. I would recommend to anyone thinking of it, just go for it! My ambitions are to keep gaining qualifications and work my way up in the industry.”**

**Cameron Richardson**  
Level 3 Mechanical  
Engineering Apprentice

Cameron is now a  
Mechanical Technician at  
Middlesbrough College  
Group





# WE LOOK FORWARD TO HEARING FROM YOU

Apply for a vacancy or register your interest in an apprenticeship at  
[www.northernskills.co.uk](http://www.northernskills.co.uk)

Have a chat with a member of our Apprenticeships Team on 03453 40 40 40

Email us at [apprenticeships@northernskills.co.uk](mailto:apprenticeships@northernskills.co.uk) with any questions you have.

EXPERTS IN  
**APPRENTICESHIPS & TRAINING**

