

HOW TO BECOME AN APPRENTICE



Contact the Apprenticeship Team or attend an Open Event to find out more. Whether online or in person, you can discuss your options and identify the best Apprenticeship for you. See our website for Open Event dates or contact the team on 01872 305500.

I DON'T HAVE AN EMPLOYER AND WANT TO START AN APPRENTICESHIP

If you are not employed you will need to find an Apprenticeship job before you start your training.

APPLY FOR AN APPRENTICESHIP JOB VACANCY

We advertise all our Apprenticeship jobs online at truro-penwith.ac.uk/apprenticeshipvacancies and our team will support you with your application. If we don't have a vacancy in your chosen sector, we will support you to find an apprenticeship with a local business. Applying for an Apprenticeship is like applying for a job and can take time to find the right opportunity.

ATTEND A COLLEGE INTERVIEW

After completing an application form you will be invited to attend a college interview with the relevant department and to confirm your suitability for an apprenticeship.

ATTEND AN EMPLOYER INTERVIEW

As with any job application, if you are shortlisted you will be invited to an interview with the employer. This is often an informal chat to ensure the employer is right for you and, in turn, you are right for the employer. Some interviews can be competitive, and you may also be asked to attend a work trial before a final decision is made.

I WISH TO START AN APPRENTICESHIP WITH MY CURRENT EMPLOYER

Your employer will need to contact us to discuss the Apprenticeship programmes available for you so we can work together to prepare for you to start your Apprenticeship.

YOUR APPRENTICESHIP

As a new employee you will have an induction into the workplace and be allocated a mentor or line manager to support you. A training advisor from the College will also support you and your employer and will arrange regular meetings in the workplace and ensure your role is relevant to your apprenticeship. You will also complete 'off the job' training to develop your occupational competency.

COMPLETE YOUR APPRENTICESHIP AND PROGRESSION

Continue your career with the same employer and/or progress to the next level of the Apprenticeship.

APPRENTICESHIPS

TRURO & PENWITH
COLLEGE

APPRENTICESHIP PROGRAMMES

Programme	Level 2	Level 3	Level 4	Level 5	Level 6
Accounts / Finance Assistant	✓				
Advanced and Creative Hair Professional		✓			
Advanced Architectural Joinery (Bench Joinery)		✓			
Advanced Beauty Therapist		✓			
Advanced Carpentry and Joinery (Site Carpentry)		✓			
Architectural Joinery (Bench Joinery)	✓				
Assistant Accountant		✓			
Autocare Technician	✓				
Beauty Therapy	✓				
Bricklayer	✓				
Business Administrator		✓			
Carpentry and Joinery - Site Carpenter	✓				
Chef de Partis		✓			
Commis Chef	✓				
Early Years Educator		✓			
Early Years Practitioner	✓				
Engineering Manufacturing Technician			✓		
Engineering Operative	✓				
Engineering Technician (Machinist)		✓			
Engineering Technician (Mechanics)		✓			
Hair Professional - Barbering	✓				
Hair Professional - Hairdressing	✓				
Hospitality Manager			✓		
Hospitality Supervisor		✓			
Hospitality Team Member	✓				
Marketing Assistant		✓			
Metal Fabricator		✓			
Motor Vehicle Service and Maintenance Technician		✓			
Nail Services Technician	✓				
Network Engineer			✓		
Nursing Associate				✓	
Operating Department Practitioner					✓
Painter and Decorator	✓				
Plasterer	✓				
Production Chef	✓				
Professional Accountant or Taxation Technician			✓		
Registered Nurse (Mental Health or Adult)					✓
Senior Healthcare Support Worker		✓			
Software Developer			✓		
Space Engineering Technician			✓		
Teaching Assistant		✓			
Team Leader/Supervisor		✓			
Wellbeing and Holistic Therapist		✓			

For a list of current vacancies contact the team on **01872 305500**
or visit truro-penwith.ac.uk/apprenticeships

