



A GUIDE TO

# ENGINEERING APPRENTICESHIPS

ACHIEVE TRAINING...

# YOUR LAUNCHPAD TO LEARNING

We are the leading learning launchpad for quality inspirational training and opportunities. That's because we are an award-winning social enterprise with an enabling environment whose main aim is to build better futures.

The connections and independence gained from being backed by a large community-based group and our experienced staff's expertise make us supportive and agile and form great commercial partnerships.

We are an inspiring place for young people and employers to mutually benefit, with 70% of our learners progressing to full-time employment.



1

## WE ARE ENABLING AND INSPIRING

We're a 'life launchpad' for young people in a supportive, engaging and enjoyable environment.

2

## WE ARE SOLIDLY SAVVY PARTNERS

We are a successful, responsible business, ambitiously innovative since 1982.

3

## WE ARE INNATELY PEOPLE-FOCUSSED

As a profit for purpose business, community and putting people first really do come first with us.

4

## WE ARE PASSIONATE IMPACT-MAKERS

We have a fiery can-do creative tenacity for positive change, and we will find a way to great.

## WHAT YOU'LL LEARN FROM THIS GUIDE...

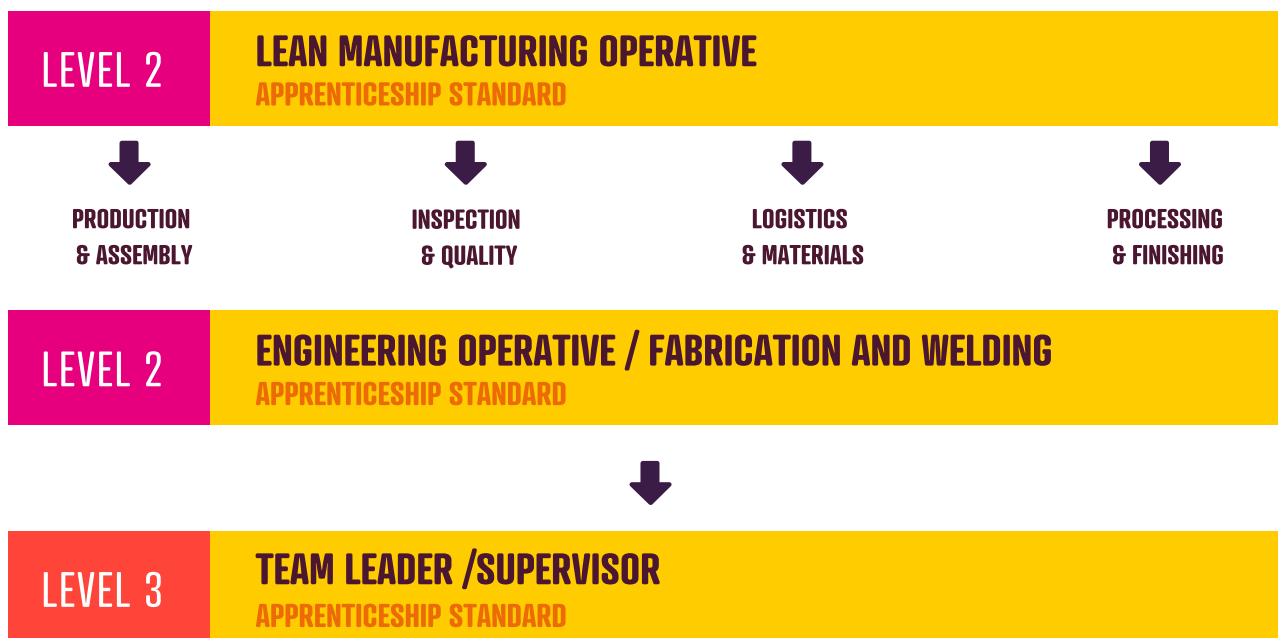
You will understand the apprenticeship levels and pathways available to launch your career in Engineering or progress and upskill in your current role. You'll discover what's involved in each apprenticeship, the entry requirements, end-point assessment and durations.

# ENGINEERING APPRENTICESHIP PATHWAYS

Whether you're looking to launch into a career in engineering, or you're an employer ready to upskill new staff, an engineering apprenticeship teaches the latest skills and knowledge required by the industry.

Lean manufacturing and specialist pathways in fabrication and welding through the engineering operative apprenticeship, provide the opportunity to progress and develop through to team leader/supervisor level and beyond.

The skills gained on an apprenticeship will lead to a range of employment opportunities in the future sector. This guide shows you the apprenticeship pathways available.



“

If I hadn't gone to Achieve Training then I wouldn't be where I am today. They supported me with everything and I am incredibly grateful to them.

**Jonah Davies, 21**



“

Apprenticeships are a great way to earn while you learn. You get a good qualification behind you, and this makes sure you have a future to aim for.

**Alex Worman, 23**



## LEVEL 2

# LEAN MANUFACTURING OPERATIVE

## APPRENTICESHIP STANDARD

12 - 15 MONTHS DURATION

### WHO IS THIS APPRENTICESHIP FOR?

This apprenticeship standard is for new entrants or those wanting to progress their career within the manufacturing sector.

Those wishing to develop knowledge, skills and behaviors to carry out their work safely and meet the exacting quality standards demanded in a fast paced and efficient processing environment and develop into a multi-skilled operator through process ownership.

### ENTRY REQUIREMENTS

As part of this standard you will need to work towards Level 2 and achieve Level 1 functional skills in maths and English.

### WHAT YOU'LL LEARN

This apprenticeship is delivered through a combination of planned learning sessions, workplace visits, on and off the job training and 1 to 1 support.

It covers areas such as:

- Health and safety
- Environmental compliance
- Production
- Lean manufacturing operations
- Quality control
- Problem solving
- Continuous improvement
- Communication
- Work place organisation

You will also work towards and achieve the Level 2 Diploma in Manufacturing before End Point Assessment.

### END POINT ASSESSMENT

This apprenticeship includes an end point assessment consisting of:

- Observation with questions and answers
- Professional discussion

### PROGRESSION OPPORTUNITIES

The skills developed in this Apprenticeship could lead to employment as:

- Team Member Production
- Manufacturing Production Operative
- Manufacturing Assembly Operative
- Manufacturing Inspection/Quality Assurance Operative
- Manufacturing Logistics Operative
- Manufacturing Material Handling Operative
- Manufacturing Process/Finishing Operative

You could also progress on to the Team Leader/Supervisor Apprenticeship Standard Level 3.

### COSTS

Maximum of £6,000 if you are a Levy payer

Maximum of £300 if you are a non-Levy company



LEVEL 2

# ENGINEERING OPERATIVE

## APPRENTICESHIP STANDARD

21 MONTHS DURATION ( 18 months learning / 3 months EPA )

### WHO IS THIS APPRENTICESHIP FOR?

This apprenticeship standard is designed for apprentices looking for a career in engineering operational roles.

Engineering Operatives are involved primarily in the engineering procedures which are essential in assisting the engineering and manufacturing sector.

### ENTRY REQUIREMENTS

Minimum Level 1 Maths  
Minimum Level 1 English  
Attempt Level 2 Functional Skills in Maths and English

### OPTIONS

Engineering Operatives working within a fabrication role.

### COSTS

Maximum of £6,000 if you are a Levy payer  
Maximum of £300 if you are a non-Levy company

### WHAT YOU'LL LEARN

This apprenticeship standard is delivered through a combination of planned learning sessions, workplace visits, on and off the job training and 1 to 1 support.

Apprentices will learn areas such as:

- Fundamental skills and knowledge specific to your area of work, including health and safety requirements and communicating engineering information.
- How to obtain the necessary job instructions, engineering drawings and specifications and how to interpret them.
- Learn about relevant statutory, quality, environmental compliance procedures/systems, organisational and health and safety regulations relating to engineering operations.
- Explore potential problems that can occur within the engineering operations and how they can be avoided.

### END POINT ASSESSMENT

The endpoint assessment for the Engineering Operative standard is:

- Observation with Question and Answer
- Professional Discussion.

### PROGRESSION OPPORTUNITIES

The skills developed in this apprenticeship standard provide a base for other level 3 qualifications, and progression to a range of Level 4 qualifications.

LEVEL 3

# TEAM LEADER/ SUPERVISOR

## APPRENTICESHIP STANDARD

22 MONTHS DURATION ( 18 months learning / 4 months EPA )

### WHO IS THIS APPRENTICESHIP FOR?

This apprenticeship standard is an ideal programme for those managing teams and projects for the first time including those currently supporting, developing and managing team members, managing projects, planning and managing workload and resources, and delivering operational plans.

### ENTRY REQUIREMENTS

As part of this standard you will need to work towards and achieve Level 2 functional skills in Maths and English.

### COSTS

Maximum of £4,500 if you are a Levy payer  
Maximum of £225 if you are a non-Levy company

### END POINT ASSESSMENT

This apprenticeship includes an end point assessment consisting of:

- 20 minute presentation with 30 minutes of questions and answers
- 1 hour professional discussion underpinned by a portfolio of evidence

### PROGRESSION OPPORTUNITIES

You could progress on to a Higher or Degree Level Apprenticeship or qualifications with The Chartered Management Institute and The Institute of Leadership and Management.

### WHAT YOU'LL LEARN

This apprenticeship is delivered through a combination of planned learning sessions including online learning, workplace visits, on and off the job training and 1 to 1 support. It covers areas such as:

#### 1. Team building and development

Leadership, coaching and change

#### 2. Building a higher performance team

Setting goals – personal and work, feedback, conflict, sharing of good practice, cross team working, active listening

#### 3. Communication

Manner, non verbal and constructive feedback

#### 4. Organisational, culture and strategy

Team plans, culture, strategy and targets

#### 5. Data analysis

#### 6. Project management

Managing a project and using appropriate project tools

#### 7. Organisational governance

Applying governance, budget management, legal requirements and HR

#### 8. Management of self

Bias, personal development, time management, reflection, learning styles

#### 9. Problem solving

Problem solving techniques and application, managing conflict/managing stakeholders

Part of **we are aspire**

**achievetraining.org.uk**

16-18 year old apprentices fully funded if your business has less than 50 employees.

All pricing correct at the time of printing. April 2021

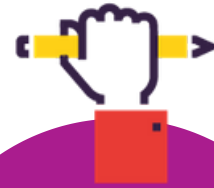




# EXPERT KNOWLEDGE & GUIDANCE

We can help you invest in the right training and development for existing and new staff, creating a highly motivated and well-trained workforce.

Our expertise can help to access funding and support to maximise the return on your investment.



**OUR SERVICE  
PROMISE**

**1**

## **GROW GREAT PEOPLE**

Our team guide you through how to get the training your business needs, providing advice on qualifications, financial support, additional funding, work experience and how to coach and support your apprentices.

**2**

## **TRAINING YOU CAN TRUST**

Our knowledge can support you with getting the most out of your training funding. All of this means you can continue to focus on your core business, knowing that your training management is under control.

By partnering with us, you are working with a provider formally recognised and listed on the RoTAP (Register of Apprenticeship Training Providers) by the Education & Skills Funding Agency.

**3**

## **STRESS-FREE MANAGEMENT**

We pride ourselves on working with young people to give them a life learning launchpad. We have work-ready apprentices that are 'skill matched' to apprenticeship vacancies and businesses, making the recruitment process seamless.

Alongside this, our complimentary advertising and recruitment service ensures that your business is working with new apprentices as quickly as possible.

# READY TO GROW YOUR BUSINESS?

## SPEAK TO A MEMBER OF THE TEAM



Contact us online  
[achievetraining.org.uk/employers](https://achievetraining.org.uk/employers)



Call us on **01782 279121**  
or visit our website to **Live Chat**



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