

The background image features three young people. At the top, a young man with light brown hair is smiling broadly, wearing a dark grey polo shirt and a high-visibility yellow and grey safety vest. Below him, two young women are shown. On the left, a woman wearing a black hijab and glasses is holding an orange folder. On the right, a woman with long dark hair is holding a yellow folder. A large, diagonal graphic overlay in shades of orange, red, and black cuts across the image from the top left towards the bottom right. In the top left corner, there is an orange circle containing the 'pm training' logo. The main text 'KICK START YOUR CAREER' is written in large, white, bold, sans-serif capital letters across the middle of the image, with 'WITH AN APPRENTICESHIP' in smaller white capital letters below it. At the bottom right, the text 'Part of we are aspire' is visible in white.

**pm**  
training

# **KICK START YOUR CAREER**

**WITH AN APPRENTICESHIP**

Part of **we are aspire**





# OUR SUPPORT IS THE KEY TO YOUR SUCCESS

You might already know the career you want to pursue and have the necessary qualifications to start an apprenticeship right now. That's great, we can help find the best apprenticeship for you!

Don't worry if you're still unsure about your next step, our **Pre-apprenticeship Programme** and **Traineeships** offer you the opportunity to try several different trades and sectors and be paid, before deciding which one is right for you.

And when you are ready to move on to an apprenticeship, we're here to **help find the right one for you.**

**Visit our website**  
to watch award winning  
apprentices from  
PM Training tell their  
inspirational stories



**FREE £100**  
for recommending  
a friend!\*

We work with over  
**1,700 local businesses,**  
so we can find the  
**right job for you**



# We offer **more!**



Apprentice  
NUS card



Weekly  
training  
allowance



Bonus for  
completing Maths  
& English exams



Travel  
allowance



Qualifications  
to boost your CV  
such as First Aid



Attendance  
bonus



Safety boots  
& clothing



Free  
breakfasts



CSCS card

**Drive your**



FREE driving lessons\*

\* T&Cs apply.  
See website for details



# CHOOSE THE RIGHT PATHWAY FOR YOU



## PRE-APPRENTICESHIP PROGRAMME

**Ages:** 16-18

**Length:** From 6 weeks to 12 months

**Entry Requirements:**

Individually based

**Gain employability skills and work experience**

An entry level pre-apprenticeship programme that will give you key employability skills and experience in a range of areas such as painting and decorating, joinery, plumbing, engineering, business admin, horticulture, health and social care and more. Plus you can try tasters in the areas that interest you.

**More than 90% of our apprentices retain their jobs after finishing**



## Pre-Apprenticeship Courses

### Officeworks: Your route a career in business, customer services and IT.

Following this pre-apprenticeship programme, you could progress into roles such as customer services assistant, administration team leader, telesales assistant and other office based roles.

#### Typical Units Covered:

- Communication in a business environment
- Principles of providing administrative services
- Principles of document creation and information management
- Developing working relationships with colleagues

#### What You'll Learn:

- During the first 12 weeks you will learn about the principles of business administration, customer service and IT
- We will support you with Maths and English and employability skills such as CV writing and interview techniques
- You will work towards a Level 1 Business Admin certificate

You'll spend the first 12 weeks or longer in centre learning the skills you need to progress into a successful career. These involve things like CV building, interview preparation, telephone preparation and learning Microsoft Office. You'll then step out onto a 10 week work placement. This work placement will help you gain insights into the workplace and allow you to adapt to new situations and learn valuable on-the-job skills.

If the work placement is successful and you have enjoyed it, we'll work with you to find a permanent apprenticeship through our large employer network.



### Careworks: Your route into health and social care

Careworks is a unique work experience programme for school leavers aged 16-18. The course provides you with a springboard and the employability skills needed to progress into a successful career in the health and social care sector. The course includes working towards a qualification and gaining work experience with a local Health and Social Care provider – so your CV will look great!

There are plenty of opportunities within the sector such as managerial, IT and administration work, alongside care assistants, nurses and support staff- this health and social care course provides the best way to get started in your career.

#### Typical Units Covered:

- Introduction to the adult social care sector
- Awareness of the skills and attitudes needed to work in adult social care
- Awareness of the role and responsibilities of an adult care worker

#### What You'll Learn:

- You will work towards a BTEC Level 1 in Preparing to Work in Adult Social Care
- Gain support for your Maths and English
- Plus you'll gain an understanding of Dementia Awareness, First Aid at Work, Food Hygiene and Manual Handling

You'll spend 12 weeks working towards your BTEC Level 1 in Adult Social Care at our Hanley training centre.

You'll then gain vital work experience with a local care provider lasting a maximum of 12 weeks. After a successful work placement you'll be supported into employment within the sector.



## Construction: We'll get you building your career

You'd be perfect for our pre-apprenticeship course that gets you ready for an apprenticeship with all the skills employers are looking for.

### 3 weeks to try a few different trades

In the first 3 weeks you'll join us in centre either in Hanley or Newcastle-under-Lyme where you'll try out a few different trades to see which one you like the best. These include; plumbing, brick work, carpentry and joinery, painting and decorating, and engineering.

### Skills to boost your CV

During this time we'll support you along the way with your Maths and English, employability skills such as CV writing, interview techniques. You may even get some work experience with a local business in your first three weeks.

### Getting work ready

After 3 weeks you'll be joining a team on our Homeworks service, where you'll be carrying out real jobs across the city learning a variety of multi-trade skills including painting and decorating, joinery, fencing, gardening, floor coverings and property improvements. Depending on your attendance, motivation and employability - it can be up to 12 months to get you work ready. During this time we'll work with you on skills such as attendance, communication, timekeeping, working as a team, CV writing and Maths and English.

### 4 week work trial to success

When work ready, you'll carry out a 4 week work trial with a local employer. After a successful work trial, we'll set you on your way with an apprenticeship and all the perks of becoming an apprentice.

## Gas & Plumbing: Mould your apprenticeship journey

Fancy a career in gas and plumbing but not sure where to start? If you're aged 16-18 and want to develop your skills we have just the job.

Our gas and plumbing pre-apprenticeship programme will support your progression into a gas and plumbing apprenticeship working in our state of the art bpec accredited centre, sponsored by Vaillant Boilers.

This course is designed to give you essential knowledge in gas and plumbing and core construction skills. We'll get you ready for an apprenticeship, working with you on core skills such as timekeeping and attendance - things employers are looking for!

### What you'll learn

- Health and safety
- Practical pipework fabrication techniques
- Pipework skills covering plastic, steel and copper
- Construction skills aligned to gas installation including plastering, brickwork, and joinery
- Basic electrical safe isolation and wiring
- Work towards Maths and English Functional Skills, if not already achieved

## BTEC Level 3 in Sport: In partnership with Newcastle Town FC and Northern Premier League

### What you'll learn

This programme includes fitness testing and training, practical sport, outdoor adventurous activities, anatomy and physiology for sport, and sports development.

### Benefits of the programme

- Fully paid apprenticeship opportunities
- FA recognised coaching badges
- UCAS points for University or higher education

Watch videos online  
[pmtraining.org.uk/videos](http://pmtraining.org.uk/videos)





**Ages:** 16-24

**Length:** From 6 weeks to 6 months

**Entry Requirements:**

2 to 3 GCSEs grade 4 or above  
(incl. Maths and English or Functional Skills Level 1)

**A fast track route to an apprenticeship or job**

This is an ideal route for those who are almost work-ready and have a GCSE grade 4 or above in Maths and English or Functional Skills Level 1 and who need a little support to boost skills, employability, confidence and motivation in the workplace.

**Ages:** 16+

**Length:** 2-4 years depending on the level and the role

**Entry Requirements:**

A minimum of 2 to 3 GCSEs grade 4 or above (incl. Maths and English), some employers request additional qualifications.

**Gain a recognised qualification, earn a wage, work for a real employer**

Apprenticeships give you the opportunity to start a career in over 1,500 job roles. If you have your Functional Skills and are work-ready, we work with you to find an employer that can help you achieve your goals. Apprenticeships let you start your career whilst training on the job and gaining valuable work experience. All of our pathways lead to gaining an apprenticeship.

View more course details on our website

**PATHWAYS TO AN APPRENTICESHIP**

**PRACTICAL STUDY**

**Pre-apprenticeship Programmes:**

Careworks  
Officeworks  
Gas and Plumbing  
Construction  
BTEC in Sport  
BTEC Extended Diploma in Performing Arts

Traineeships

**APPRENTICESHIPS**

**BUSINESS, IT, ADMINISTRATION AND MANAGEMENT**

Business Administration  
Team Leader  
Management  
Accountancy  
Customer Service  
IT  
Digital Marketing  
Housing

**CONSTRUCTION**

Bricklaying  
Horticulture  
Site/Bench Joinery  
Painting & Decorating  
Plastering  
Glazing  
Occupational Work Supervision  
Maintenance Operations  
Plumbing & Heating/Gas Engineering  
Engineering  
Electrical  
Manufacturing  
Warehousing

**CHILDCARE AND HAIRDRESSING**

Children & Young People's Workforce (Early Years)  
Barbering  
Hairdressing  
Health & Social Care

**Apply online:**  
**pmtraining.org.uk**

**Call the team on 01782 279121**



## HOW TO APPLY

Getting your career going with PM Training couldn't be easier:



Apply online  
[pmtraining.org.uk/apply-now](https://pmtraining.org.uk/apply-now)



Come and see us at one of our open evenings  
[pmtraining.org.uk/events](https://pmtraining.org.uk/events)



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



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