

## **SPEAK TO A MEMBER OF THE TEAM**



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



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

**pm**  
training

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# **GROW YOUR BUSINESS**

**PROFESSIONAL DEVELOPMENT  
AND TRAINING FROM THE  
APPRENTICESHIP EXPERTS**

Part of **we are aspire**



# SUPPORTING YOU TO GROW YOUR BUSINESS

## TRAIN YOUR TEAM

Training your staff has many advantages; it not only improves performance and productivity but allows them to grow and develop within their roles.

Whether you pay the apprenticeship levy or contribute towards training, you'd be surprised at the costs and how apprenticeships can provide an alternative, highly accessible and affordable means of training within your workplace.

## RECRUIT AN APPRENTICE

Recruiting an apprentice is a great affordable way to bring new talent into your business.

**Did you know?** All companies who recruit a 16-18-year-old apprentice (regardless of company size or being a levy payer) are entitled to receive a £1,000 incentive per apprentice.

### Benefits of recruiting apprentices:



EXTREMELY  
COST EFFECTIVE



INCREASE  
STAFF LOYALTY



BOOST STAFF  
MOTIVATION



SHARE STAFF  
KNOWLEDGE  
AND SKILLS

### Funding & Costs

**Did you know?** Employers who don't pay into the levy, benefit from significant government funding to support their commitment to apprenticeships. Depending on the size of your business, government funding will cover between 95% and 100% of all training costs. If you are levy payer, you can use your available funds to recruit new apprentices or train existing staff.

”

Working with PM Training has been a really positive experience.

We wanted to **raise the bar** and worked with PM Training to seek high

“ **quality** apprenticeship frameworks and standards to attract a **high calibre** of learner.

Elaine Woodman, Learning and Development Manager, whg





## WHY CHOOSE US?

We're the apprenticeship experts leading the local area in the delivery of qualifications and apprenticeships for young people and businesses.

Being a social enterprise means our services concentrate on maximising the social, economic and environmental impact we can have in your local area.

Our diverse range of training, workforce development and industry experiences allow our unique services to be packaged in a way that helps to drive the local economy, helping to grow your business and tackle youth unemployment.

### We...

- Provide training to over 2,500 people each year
- Are an Ofsted GOOD Training Provider
- Create outstanding relationships with employers
- Communicate expert knowledge of the local business community and opportunities
- Provide guidance and advice to get the most of the apprenticeship levy
- Tailor our service for sole traders, SMEs and multi-nationals across the UK
- We work with over 1,200 businesses and our success is proven, so you know you're in **GOOD** hands

Speak  
to our team  
Call us on  
**01782 279121**

“

Not only do we believe that it's **invaluable** taking on apprentices for the business, but we believe **upskilling** our staff is also just as important.

”

Alec Fern, Director, Brenden Fern Ltd



## OUR PROMISE

### Expert knowledge and guidance

Whether you want to train and upskill existing staff, recruit new staff and apprentices, or a combination of both; we'll guide you through the process step by step.

### Training needs analysis

Our team can guide you through how to get the training your business needs, and how to coach and support your apprentices. All of this means you can continue to focus on your core business.

### Trusted apprenticeship delivery

By partnering with PM Training you are working with a provider formally recognised and listed on the **RoTAP (Register of Apprenticeship Training Providers)** by the Education & Skills Funding Agency and an Ofsted 'GOOD' provider.

### Integrated management services

Our team provide guidance and support every step of the way. Everything from completing your needs analysis to agreeing training plans and delivery specifications, to forecasting monthly levy payments and setting up your employer Digital Apprenticeship Service account.

### Complimentary recruitment service

We pride ourselves on working with young people to enhance skills and get them work ready. Across our training centres 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.

”

**Apprentices** provide us with a dedicated employee that can

be mentored by our more experienced staff. Our Site

Managers enjoy coaching and passing on **new skills** whilst they earn and learn. It has been a way that we can **grow our business** and provide new career opportunities to young people.

“

Jan Slater, Depot Manager, Wernick Group



# A-Z OF TRAINING – QUALIFICATIONS AND APPRENTICESHIPS AVAILABLE\*

## BUSINESS, MANAGEMENT AND MEDIA

Business Administration	S	2	3
Customer Service	S	2	3
Team Leader	S	2	3
Management	S	2	
Operations/Departmental Manager			3
Accounting and Finance	S	2	3
IT Applications Specialist		2	3
Housing/Property Management Assistant	S		5
Housing Property Management		2	3
Senior Housing/Property Management	S		4
Laboratory Technician	S		3
Associate Project Manager	S		4
Technical Sales	S		3
Digital Marketer	S		3
Software Tester	S		3
Infrastructure Technician	S		3
Network Engineer	S		4
Software Engineer	S		4
Learning Mentor	S		3
School Business Manager	S		4
HR Support	S		3
Improvement Technician (Level 3 BIT Standard)	S		3

## CHILDCARE, HAIRDRESSING AND HOSPITALITY

Children & Young People's Workforce	2	3
Health & Social Care	2	3
Barbering	2	3
Hairdressing	2	3
Hospitality	2	

## CONSTRUCTION & CONSTRUCTION MANAGEMENT

Occupational Work Supervision		3
Maintenance Operations	2	
Bricklaying	2	3
Carpentry & Joinery	S	2
Horticulture	2	3
Painting & Decorating	2	3
Plumbing & Heating	2	3
Gas Engineering	S	3
Plastering		2

### What other employers think of PM Training...



**Lisa Barnett**, Human Resources Manager at Solidor:

“The expertise of the **PM Training** staff has been invaluable. We’ve been able to design training packages that meet our budgets and develop our staff.”



### Did you know?

If you employ fewer than 50 people, training for 16-18 year olds is **FULLY FUNDED** and you only pay towards 5% of training costs for people aged 19 years and over – that’s **95% OFF TRAINING**.

Call us to book  
your **FREE**  
apprenticeship  
levy consultation

## MECHANICAL AND ENGINEERING

Gas Engineering	S		3
Plumbing & Heating		2	3
Electro technical Installation Electrician	S	2	
Electro technical Maintenance Electrician	S		3
Installation Technician / Maintenance Technician		2	
Improving Operational Performance (PMO)		2	
Performing Engineering Operations (PEO)		2	
Electrical and Electronic Engineering			3
Engineering Maintenance		2	3
Engineering Technical Support		2	3
Fabrication and Welding		2	3
Installation and Commissioning			3
Mechanical Manufacturing		2	3
Installing Engineering Plant and Systems			3
Engineering Tool Making			3
Automotive			3
Engineering Leadership			3
Mechanical Manufacturing Engineering			3
Mechanical			4
Electrical/Electronics			4
Maintenance			4

## FENESTRATION

Fenestration Installation	2	3
Glazing Fenestration Surveyor		3
Glass Related Warehouse & Storage	2	
Glass Processing	2	
Curtain Wall Installation	2	

## WAREHOUSING

Warehousing & Storage	S	2	3
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2 3 4 5 Denotes apprenticeship level

S Denotes apprenticeship standard available

\* Qualifications and apprenticeships are subject to change. NVQ-only qualifications are available, please ask a member of our team. Please check our website for the latest qualification information.

### Did you know?

Your apprenticeship levy budget can be used for recruiting apprentices and upskilling your existing staff!

”

Recruiting apprentices is a great way to bring **new talent** into a business.

PM Training have supported us through every step of the process.

We’ve also made new local and industry contacts, so we’ve **gained** on many levels, in a very short space of time.

“

**Klarius**

**Doug Bentley**, Head of Product Development, Klarius Products Ltd