

# 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

We advertise all of our Apprenticeship jobs online at [truro-penwith.ac.uk/apprenticeshipvacancies](http://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 look to create one at a local business.

## 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.

## 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.

## START YOUR APPRENTICESHIP

You will start work and your new employer will introduce you to the business and allocate 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.

## LEARN AND DEVELOP

You will learn while working for your employer, your training advisor will support you to ensure your role is relevant to your qualification. You will also have 'off the job' training sessions with the College.

## COMPLETE YOUR APPRENTICESHIP

Achieve your qualification and complete your Apprenticeship training.

## PROGRESS IN YOUR CAREER

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	Level 7
Accounts / Finance Assistant	✓					
Advanced and Creative Hair Professional		✓				
Advanced Carpentry and Joinery (Site Carpentry)		✓				
Assistant Accountant		✓				
Autocare Technician	✓					
Beauty Therapy		✓				
Beauty Therapy	✓					
Bricklaying	✓					
Business Administrator		✓				
Carpentry and Joinery - Site Carpenter	✓					
Carpentry and Joinery - Site Carpenter		✓				
Carpentry and Joinery (Architectural Joiner)	✓					
Chef de Partis		✓				
Commis Chef	✓					
Customer Service	✓					
Early Years Educator		✓				
Early Years Practitioner	✓					
Engineering Operative	✓					
Engineering Technician (Machinist)		✓				
Engineering Technician (Mechatronics)		✓				
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	✓					
Plastering	✓					
Professional Accountant or Taxation Technician			✓			
Registered Nurse					✓	
Senior Healthcare Support Worker		✓				
Software Developer			✓			
Solicitor						✓
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](http://truro-penwith.ac.uk/apprenticeships)

