

Strengthen your core



Experience is everything

Call now on
0161 233 2656

Apprenticeships, training and consultancy



0161 233 2656

[gceducationandskills.ac.uk](https://www.gceducationandskills.ac.uk)



Strengthen the core functions of your business

Exercise the core functions of your business with apprenticeships and training from GC Education & Skills. From customer service and business administration to IT and finance, we can help to get your business in shape in 2019. We can help reduce training and recruitment costs, increase staff retention and future-proof your organisation.

At GC Education & Skills we understand that operational support roles are at the heart of your business, so it's important to invest in skills. However, apprenticeships aren't just about recruiting young people into your business - you can upskill existing staff from entry-level to senior management. Plus, all of our programmes can be tailored to meet the needs of your business.



"Employers value highly apprentices' increasing efficiency and the good contribution they make to their business."

Ofsted report December 2018



Why choose GC Education & Skills?

- 30 years' apprenticeship experience
- Ofsted Grade 2: Good
- 4,585 apprentices in learning throughout 2017/18
- 88% employer satisfaction*
- Dedicated account management service
- Skills development coaches from your industry

*[https://findapprenticeshiptraining.sfa.bis.gov.uk/rovider/10004177?keyword=The Growth Company](https://findapprenticeshiptraining.sfa.bis.gov.uk/rovider/10004177?keyword=The%20Growth%20Company)

By strengthening the core of your business you can:

- Increase productivity
- Enhance staff morale
- Aid staff retention
- Develop talent

See how your business can avoid the pain of planning for the future, whilst gaining the skills and expertise needed to thrive.

"Apprentices and learners on construction and engineering courses demonstrate high standards of practical work."

Ofsted report December 2018





The Levy

If you're currently paying into the Levy fund, our Apprenticeship Levy experts can provide you with all the information you need about the impact to your business. Whether you want to know how we can support the development of your talent pool, or how you can gift your funds to your supply chain - we are here to guide you every step of the way.

Bespoke consultation service

At GC Education & Skills, we offer a bespoke training consultation service. Working collaboratively with you and your team, our experts will:

- Execute a full training and development analysis
- Create a tailored programme which meets both your current business objectives and future growth ambitions
- Provide comprehensive support and guidance throughout the programme

Plus, our experts are on-hand to help secure the future of your business with professional succession planning.

"The support that we've had from The Growth Company has stood out every time we have gone to them for apprentices. They've always given us people that are well-suited. The relationship between us and The Growth Company has gone on now for 10 to 15 years."

Peter McCabe, Group Managing Director
PP Group
Engineering Apprenticeships

Stretch your business capabilities

GC Education & Skills offers a wide variety of core business apprenticeship programmes at a range of levels to ensure your business is in the best shape for future growth. Take a look at the range of apprenticeships available for your business.

Professional

Accounting

Our AAT accredited programmes will help apprentices build business awareness, and gain knowledge in financial accounting and reporting, management accounting and ethical standards to name a few. In addition, communication skills, problem-solving, teamwork and collaboration form part of the standard.

Business Administration

This versatile programme is ideal for employees across a wide range of business functions. Apprentices will learn practical ways of managing priorities, problem-solving and decision-making. Ethics, integrity and teamwork also form part of the programme, which are essential for any business area.

Business Improvement Practitioner

This apprenticeship is aimed at developing the skills and technical knowledge of managers who identify and lead the delivery of change across organisational functions and processes. Apprentices will cover a range of topics including managing change, lean principles and project management.

Customer Services

At the heart of all good business is exceptional customer service, whether this is to internal colleagues or external stakeholders. This programme will not only provide apprentices with time-management and problem-solving skills but also personal development and communication skills.

Digital Marketing

Logic and creative thinking is a combination all employers seek when it comes to developing a marketing expert and this standard aims to do just that. From analytics and problem solving skills to communication techniques and organisation, this programme can provide a valuable asset to your company marketing function.

Health, Care & Education

Offered at different levels, our programmes are designed to give apprentices the essential skills they need to make a difference to someone's life - as well as your business. From support work to teaching and childcare, we can help you find a new recruit or upskill an existing member of staff.

Human Resources

A well-trained and organised HR department is essential for maintaining a motivated and productive workforce. This programme will focus on how to influence people, managing conflict, negotiation skills and leadership.

Leadership & Management

In order to take employees on your organisation's journey, you need motivated and inspirational team leaders and managers. This programme focuses on building relationships, budget-planning, decision-making and resilience, which are essential qualities for any leader.

IT (Infrastructure or Professional)

We offer two IT apprenticeship standards in infrastructure or professional. Apprentices on the infrastructure programme will develop the skills to support internal and external customers, helping them to be productive by problem-solving and troubleshooting non-routine issues. On the other hand, our IT professional programme will focus on testing, analytical and creative thinking within an IT environment.

Project Management

Developing a specialist in-house project management function will help your business improve productivity and save on expensive consultation fees. Apprentices will develop negotiation and influencing skills, as well as organisational and leadership techniques, which are transferable over numerous business functions.

Manufacturing & Engineering

Design Draughtsperson

Having the ability to design and create engineering drawings to a high standard ensures any project or task has a strong direction. This programme will provide an apprentice with extensive problem-solving skills, along with the ability to create ideas and designs to meet customers' requirements.

Technical Support

Employed across many highly skilled disciplines to support engineering production, these apprentices are often office-based and have an eye for detail and quality. Core competences could include producing drawings, being part of the quality assurance team or programming computer-controlled machines. They will also learn to read and understand technical drawings and specifications, and how to work as part of a team to meet deadlines.

Engineering Manufacture

This apprenticeship programme provides learners with a variety of pathways to choose from. These include traditional machining, CNC machining, tool making, fitting and assembly, and machine tool setting. Apprentices will gain the ability to produce mechanical components to a very high standard, read and understand technical drawings and work as part of a team to meet deadlines.

Fabrication & Welding

A fabrication and welding apprentice is incredibly valuable for a wide range of industry sectors such as structural steelwork, aerospace and for the pharmaceutical industry. There are a variety of pathways available including MIG, TIG, MMA welding, heavy and light fabrication such as structural steel and pipework. All apprentices will develop the ability to read and understand technical drawings and information, and how to work as part of a team to meet deadlines.

Maintenance Operations Engineering Technician

This versatile programme is essential for a wide-range of industries. From product and food manufacturing to rail, electricity generation and the water industry. A highly skilled maintenance operations engineer will ensure processes are functioning 24 hours a day. Apprentices will learn how to solve problems using a variety of tools, understand complex engineering systems, have the ability to understand technical drawings and specifications, and work as part of a team to meet deadlines.

Improving Operational Performance (PEO)

This specialist programme covers workplace essentials such as health and safety, using technical information and working effectively in an engineering environment. Apprentices will develop a variety of skills including hand fittings, turning using lathes, milling using milling machines, electrical maintenance, and installation and welding.

"Skills development coaches plan off-the-job training and learning systematically to meet apprentices' individual learning needs."

Ofsted report December 2018



Improvement Practitioner Level 4

Apprentices use a blend of Lean and Six Sigma, project and change management principles and tools to identify and lead the delivery of change across organisational functions and processes. Improvement Practitioners can be found across all sectors and functions including automotive, banking, engineering, food products, IT, manufacturing, property, retail, telecoms etc.

Electrical Engineering

Electrical Engineering apprentices will learn how to create and maintain electrical control systems, equipment and machinery. It covers both the theoretical and practical aspects of electrical work and units may include electrical safety, communication, electrical installation, and testing domestic installations.

Performing Manufacturing Operations

Learners will focus on the practical skills and knowledge involved in the manufacturing process. Areas covered can include complying with statutory regulation and organisational safety requirements, moving materials within manufacturing operations, carrying out shaping, joining, processes and moulding operations, making products using computer-controlled equipment, and analysing inspection results and confirming quality of production.

Food & Drink Manufacturing

This specialist apprenticeship will provide learners with the expertise required to work and progress within food and drink manufacturing. The apprenticeships covers a wide range of job roles within the sector, from quality assurance roles and bakers to logistics officers, new product development and butchers. As an apprentice, you could specialise in any of the main operations involved in food and drink manufacturing and processing.



Construction

Our comprehensive range of construction apprenticeships includes; painting & decorating; general construction; plastering; property maintenance operative; wall and floor tiling, wood occupations; construction contracting operations; electrotechnical; gas engineering; refrigeration air conditioning and heat pump engineering technician.

Automotive

We offer a wide range of automotive apprenticeships. These include; auto electrical and mobile electrical; vehicle accident body repair; vehicle accident paint refinishing; heavy vehicle service and maintenance technician; motor vehicle service and maintenance technician (light vehicle).

Be part of
something Good



recruitment@gceducationandskills.ac.uk

0161 233 2656

[gceducationandskills.ac.uk](https://www.gceducationandskills.ac.uk)

