

Get a job

Get paid

Get qualified

GET AN APPRENTICESHIP

The Benefits

- You'll earn £100,000 more during your career than people that don't complete an Apprenticeship.*
- No tuition fees so you'll avoid expensive student debt.

- You'll earn a salary, gain qualifications and get real life, hands-on experience.
- Apprenticeships can be an alternative route to further education and university.

What is an Apprenticeship?

Apprenticeships are work-based qualifications that last between 6 and 18 months (dependent on industry and level). They are made up of:

Vocational Qualification – the **practical part of your Apprenticeship** which shows that you understand your job and how to do it effectively. This will be an **Award, Certificate or Diploma** depending on the level of your Apprenticeship.

Key Skills – develop your **Maths, English and IT skills** to increase your confidence and ability.

Certificate – builds your knowledge of the **theory behind your job** and gives you the opportunity to develop **technical skills**.

Why JHP Training?

- ✓ We've been delivering Apprenticeships for over 28 years and have helped over **350,000 people to complete their Apprenticeship** and get ahead in their career.
- ✓ Our Apprenticeships are **entirely work-based - no need to study in a classroom** (and your free time is your own!).
- ✓ Our completion rates are **higher than the national average** and many of our learners have won industry awards.
- ✓ We work with 1,000s of employers across the UK to provide you with the **perfect Apprenticeship placement**.



IT Application Specialist Advanced Apprenticeship

Level 3 Diploma in IT User Skills

Mandatory Units

- Improving productivity using IT
- Understanding the potential of IT
- Developing personal and team effectiveness using IT

Optional Units

- Audio software
- Bespoke software
- Computer accounting software
- Data management software
- Database software
- Design software
- Desktop publishing software
- Drawing and planning software
- Imaging software
- IT communication fundamentals
- IT security for users
- IT software fundamentals
- IT user fundamentals
- Multimedia software
- Personal information management software
- Presentation software
- Project management software
- Set up an IT system
- Specialist software
- Spreadsheet software
- Using collaborative software
- Using email
- Using mobile devices
- Using the internet
- Website software
- Word processing software

You will also complete Key Skills and a Certificate (as part of the Vocational Qualification) to give you an Apprenticeship qualification.

What's Next?

Once you have completed your Advanced Apprenticeship, you can become an IT Manager or move within professional IT roles in a range of industries. If you're ready for the next level talk to us about our professional and managerial qualifications.

Get involved...

Call us on

0845 603 4055

or go online to

jhpapprenticeships.com

to find out more.