



INFORMATION, COMMUNICATION TECHNOLOGY APPRENTICESHIP

Does this sound like you?

- Skilled with computers and software
- Interested in new technology
- Able to problem solve
- Able to explain concepts in a simple way
- Can pick up new skills and concepts quickly
- Analytical and creative

Career Ideas

- IT Support Assistant
- Administrator
- Help Desk support worker
- Finance Worker
- Office Worker
- IT Buyer



DID YOU KNOW?

Information, Communication Technology – also known as ICT, or just IT – is all around us, and is a central part of our lives. It's a sector that's growing all the time, and ICT skills are becoming more important in every area of the job market. Over 20 million people in the UK use IT in their jobs, but many struggle with applications and general computing skills. So employment prospects look good.

Where are they now?

We are proud to help hundreds of local students succeed in the business world through an Apprenticeship programme. Read their stories on pages 114-117.

Information, Communication Technology (IT User) Apprenticeship

LEVEL 2

Duration 12 – 18 months
Entry Requirements
No formal qualifications required.

Study Area: Your chosen place of work and Leek College.

Course Outline: This Apprenticeship covers a wide range of general computing and IT skills that can be applied in many job roles and industries.

As an ICT Apprentice, you'll learn how to operate computers and databases which will help you develop the skills you need for your job – whether it's teaching someone in finance to process account details more efficiently, helping stock controllers keep track of merchandise or helping a Secretary set up an online company diary.

Further Study: Information, Communication Technology (IT User) Advanced Apprenticeship Level 3

Information, Communication Technology (IT User) Advanced Apprenticeship

LEVEL 3

Duration 36 months
Entry Requirements
No formal qualifications required.
However, dependant on job role.

Study Area: Your chosen place of work and Leek College.

Course Outline: On the Advanced Apprenticeship you will focus mainly on using bespoke software, handling website software and aspects such as desktop publishing.

Further Study: Foundation Degree in Computing. See page 16 for details. You can also progress to university or other specific career related courses.

Links to
look at

www.skillsbaseapprentice.co.uk
www.apprenticeships.org.uk
www.comptia.org