

## **Middlesbrough Council – Middlesbrough Community Learning**



**Pictured Left Zoe Green and Right New Apprentice Ellie Clements**

### **Apprentice Case Study**

**Apprentice Name:** Zoe Green

**School :** Trinity Catholic College 2008 - 2013

**Current Age:** 19

**Training Provider:** Middlesbrough Community Learning

### **Occupation and Level of Apprenticeship Achieved**

Business Administration Level 2 Intermediate

Business Administration Level 3 Advanced

**Commencement Date:** July 2013

**Achievement Date:** July 2015

**Current Employer:** Middlesbrough Council

Economic Development and Communities – Stronger Communities

On leaving school I knew that I didn't want to carry on with the academic route. I researched Apprenticeships and found out that they would give me the opportunity to gain practical experience, valuable qualifications and give me the independence of earning my own income. I was looking on line for Apprenticeship providers and Middlesbrough Council was the training provider that appealed to me. This was due to its excellent reputation locally and the great variety of employment opportunities available. My parents agreed that this was a good route for me to start out on my career.

The training centre team gave me excellent information, advice and guidance and I now had a good insight into what the programme was about. I also

received help to decide what employer would be available and was given support with interview skills to help me prepare for the interview with my employer.

I completed my Intermediate Level 2 Apprenticeship in Business Administration with Middlesbrough Council Special Education Needs team. This team gave me excellent support and training as a school leaver new to the world of work.

I transferred to a new team, Children's Trust and Performance, to commence my Advanced Level 3 Apprenticeship. Half way through my Level 3 apprenticeship, an opportunity arose for a full time Data Assistant within a related team.

The Team Manager advised me to apply as I had the relevant qualifications and attributes gained through my Apprenticeship Level 2 and Level 3 so far. I was successful in securing this post and was very pleased to commence full employment on a competitive salary scale.

My hard work paid off and I have now gained promotion to two scales higher up the career ladder and I now supervise and mentor Ellie Clements, the new Level 2 Apprentice within our team.

I am really pleased to be supporting the new apprentice through their learning and will be able to pass on excellent advice and experience. I feel that I am now 'passing on the torch' to the new Middlesbrough Council Apprentices!

I am very proud of my achievements and continue to gain further valuable experience and my confidence continues to grow daily. An Apprenticeship has totally worked for me because I have gained a career that I really enjoy and valuable qualifications that I can build upon. In the future, I hope to gain further qualifications and I am considering the Level 4 in Leadership and Management which Middlesbrough Council currently offers.

I would highly recommend an Apprenticeship with Middlesbrough Council – Middlesbrough Community Learning to any young person who is starting out in the world of work.