

# BEDFORD COLLEGE GROUP APPRENTICESHIPS

## Business Administration & Customer Service Apprenticeships

Business Administration and Customer Service apprenticeships are very popular because they offer a qualification which will allow you to work across employment sectors as well as offering an opportunity to develop and progress to higher positions. You will be initially assisting with day to day tasks; with growing responsibilities as you become more competent and confident in your work. Some of the skills required are a good level of ICT, literacy and numeracy, communication skills, high level organisational and time management skills; along with a drive to succeed and progress in your career.

**Business Administrator Apprentice - Sandy, Bedfordshire, SG19 2HX,  
£170.00 Per Week**

We are looking for a professional, hard working, driven individual to work within our busy transport office.

**Application Deadline Date : 24/09/2018**

[https://bedford.justapply.uk/102507-business\\_administrator\\_apprentice.html?s=ws](https://bedford.justapply.uk/102507-business_administrator_apprentice.html?s=ws)

**Private Clients Account Broker Apprentice - Bedford, Bedfordshire, MK40 3JY  
£250.00 Per Week**

Bullerwell Independent Insurance Brokers is an established Independent Insurance broker based in Bedford. We are looking for an energetic individual to join our Private Clients Department with a view to advancing their career in the insurance sector.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102499-private\\_clients\\_account\\_broker\\_apprentice.html?s=ws](https://bedford.justapply.uk/102499-private_clients_account_broker_apprentice.html?s=ws)

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**Doctors Receptionist Apprentice - Bedford, Bedfordshire, MK40 4HR**  
**£250.00 Per Week**

This is an exciting position to join a well known doctors surgery to be the front facing and first point of call for a business administration and reception apprentice.

**Application Deadline Date : 30/09/2018**

[https://bedford.justapply.uk/102498-doctors\\_receptionist\\_apprentice.html?s=ws](https://bedford.justapply.uk/102498-doctors_receptionist_apprentice.html?s=ws)

**Office Administrator Apprentice - Luton, Bedfordshire, LU1 2NR**  
**£148.00 Per Week**

As part of the administration team the successful applicant will play an important role in supporting the daily running of our Luton Office.

Your apprenticeship will include a diverse range of general administration tasks that will help you grow a future.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102376-office\\_administrator\\_apprentice.html?s=ws](https://bedford.justapply.uk/102376-office_administrator_apprentice.html?s=ws)

**Business Administration Apprentice - Wootton, Bedfordshire, MK43 9HT**  
**£136.90 Per Week**

We are currently looking to recruit a Business Administration Apprentice to learn all aspects of administration and support within the school environment.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102372-business\\_administration\\_apprentice.html?s=ws](https://bedford.justapply.uk/102372-business_administration_apprentice.html?s=ws)

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**Business Administration Apprentice - Bedford, Bedfordshire, MK43 7DE**  
**£136.90 Per Week**

To provide Reception duties, administrative and clerical support to the staff of the school including the teachers and teaching assistants; Office Manager ; the Senior Leadership Team and the Principal.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102495-business\\_administration\\_apprentice.html?s=ws](https://bedford.justapply.uk/102495-business_administration_apprentice.html?s=ws)

**Business Administrator Apprentice- Sandy, Bedfordshire, SG19 1AX**  
**£159.10 Per Week**

We are looking for a confident individual to join our well established administration team.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102489-business\\_administrator\\_apprentice.html?s=ws](https://bedford.justapply.uk/102489-business_administrator_apprentice.html?s=ws)

**Recruitment Customer Service Apprentice - Bedford, Bedfordshire, MK40 1SY**  
**£150.00 Per Week**

In this Trainee Recruitment Role, the emphasis is on proactivity, you need to build yourselves and extensive 'pot' of Doctors to become a fully-fledged Recruitment Consultant, earning commission!

**Application Deadline Date : 02/12/2018**

[https://bedford.justapply.uk/102386-recruitment\\_customer\\_service\\_apprentice.html?s=ws](https://bedford.justapply.uk/102386-recruitment_customer_service_apprentice.html?s=ws)



# BEDFORD COLLEGE GROUP APPRENTICESHIPS

## Information Communications and Technology

This apprenticeship will provide you with the competence, skills and knowledge required to work effectively and efficiently with IT systems, communications and productivity tools and applications in a range of job roles and industry sectors. This course will combine the practical hands-on experience of the workplace with the knowledge and understanding gained through a college course. You will decide, along with your employer, which units you choose to study, relevant to your job role such as IT security for users, using mobile IT devices and setting up an IT system.

**Engineering IT Support Apprentice - Olney, Buckinghamshire, MK46 5EA**  
**£148.00 Per Week**

Progressive technology company looking for an apprentice to join us at the start of their career. We can offer you training and experience in Customer Service, Ticket Management and Technical Support of our bespoke Traka product .

**Application Deadline Date : 30/09/2018**

[https://bedford.justapply.uk/102369-engineering\\_it\\_support\\_apprentice.html?s=ws](https://bedford.justapply.uk/102369-engineering_it_support_apprentice.html?s=ws)

# BEDFORD COLLEGE GROUP APPRENTICESHIPS

## Warehousing and Logistics Apprenticeships

A Warehousing Apprenticeship predominantly covers the movement and storage of goods and is an essential part of logistic operations. This is a work based apprenticeship where all of your assessments will be done in your place of work. You could work for a large retailer, manufacturer or distribution company. Some of your day to day tasks may include keeping stock records, taking and checking delivery of goods in and storing them, moving stock by hand or with machines.

**Warehouse Apprentice - Wilstead, Bedfordshire, MK45 3PD**  
**£230.00 Per Week**

We are looking for a bright and energetic individual to join our team as an Apprentice where you will be learning the role in a warehousing position.

**Application Deadline Date :** 14/10/2018

[https://bedford.justapply.uk/102492-warehouse\\_apprentice.html?s=ws](https://bedford.justapply.uk/102492-warehouse_apprentice.html?s=ws)

# BEDFORD COLLEGE GROUP APPRENTICESHIPS

## Engineering Apprenticeships

Apprentices in Engineering are in high demand. Engineers design, manufacture and maintain almost everything that people and industries use making engineering a huge growth area. It is also a popular option due to the excellent progression routes and the variety of areas you can specialise in. Some of the qualities that you will need to be a successful Engineering Apprentice are; good numeracy and problem solving skills, an interest in Science – particularly Physics, practical skills and a general enjoyment for hands-on work. You may also have transferrable skills from other areas such as motor mechanics, construction, electrical installation or design technology

**Sheet Metal Worker Apprentice - Kempston, Bedfordshire, MK42 7BY,  
£259.00 Per Week**

We are looking to train an apprentice in all aspects of sheet metal work, including machinery operation and welding.

**Application Deadline Date : 30/09/2018**

[https://bedford.justapply.uk/102506-sheet\\_metal\\_worker\\_apprentice.html?s=ws](https://bedford.justapply.uk/102506-sheet_metal_worker_apprentice.html?s=ws)

**CAD Designer and CNC Programmer Apprentice - Kempston, Bedfordshire, MK42 7BY,  
£267.00 Per Week**

Scotswood Industries Ltd provide a full range of Bespoke Air Distribution Products as well as our Standard Product Range. We have an opportunity for a CAD Operator to join our team, designing and programming laser and punch press.

**Application Deadline Date : 30/09/2018**

[https://bedford.justapply.uk/102505-cad\\_designer\\_and\\_cnc\\_programmer\\_apprentice.html?s=ws](https://bedford.justapply.uk/102505-cad_designer_and_cnc_programmer_apprentice.html?s=ws)



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**Welding Apprentice - Kempston, Bedfordshire, MK42 7BY,  
£259.00 Per Week**

As an Apprentice Welder you will be producing manufactured standard and bespoke aluminum and steel products. Using Mig and Tig welding equipment, in the production of these products.

**Application Deadline Date : 30/09/2018**

[https://bedford.justapply.uk/102504-welding\\_apprentice.html?s=ws](https://bedford.justapply.uk/102504-welding_apprentice.html?s=ws)

**Sheet Metal Worker Apprentice - Bedford, Bedfordshire, MK41 0HU  
£170.00 Per Week**

We are looking to train an apprentice in all aspects of sheet metal work, including machinery operation and welding.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102458-sheet\\_metal\\_worker\\_apprentice.html?s=ws](https://bedford.justapply.uk/102458-sheet_metal_worker_apprentice.html?s=ws)

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**Mechanical Engineering Apprentice: Van Lining and Racking Apprentice - Bedford, Bedfordshire, MK43 0DG**  
**£170.00 Per Week**

This is an excellent opportunity for a candidate who would like to gain their Level 2 qualification in Mechanical Engineering. The role will include elements of fixing and repairs, lining installations, some electrical elements.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102497-mechanical\\_engineering\\_apprentice\\_van\\_lining\\_and\\_racking\\_apprentice.html?s=ws](https://bedford.justapply.uk/102497-mechanical_engineering_apprentice_van_lining_and_racking_apprentice.html?s=ws)

**Press Tool CAD Designer Apprentice - Bedford, Bedfordshire, MK45 4HR**  
**£180.00 Per Week**

We have an exciting opportunity available for someone who would like to start their engineering career working in the Automotive industry. If you have a particular interest in graphic, technical or CAD design this could be the Apprenticeship for you.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102490-press\\_tool\\_cad\\_designer\\_apprentice.html?s=ws](https://bedford.justapply.uk/102490-press_tool_cad_designer_apprentice.html?s=ws)



# BEDFORD COLLEGE GROUP APPRENTICESHIPS

## Childcare & Teaching Assistant Apprenticeships

Teaching Assistant and Childcare apprenticeships give you the opportunity to work within a nursery, pre-school or primary school environment with children and infants, helping them to develop and learn in a safe environment. Some of your job roles will include setting up the learning environment and clearing away after sessions, supervising or creating age appropriate activities and communicating with other members of staff and parents. You should enjoy spending time with infants and children, have lots of energy and patience and be a naturally caring person who is able to work well with other.

**Social Care Apprentice - Luton, Bedfordshire, LU3 2DN**  
**£240.00 Per Week**

Are you looking for your first job, returning after a career break or wanting a change of direction? The Quantum Care Apprenticeship Program is a great way to start a rewarding career and to earn as you learn!

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102351-social\\_care\\_apprentice.html?s=ws](https://bedford.justapply.uk/102351-social_care_apprentice.html?s=ws)

# BEDFORD COLLEGE GROUP APPRENTICESHIPS

## Land-based Apprenticeships

Land-based apprenticeships are extremely popular for individuals who enjoy practical work outside and have a keen interest in working with land, plants and/or livestock. There are four main land based apprenticeships available; Agriculture (farming and livestock), Horticulture (landscaping and gardening), Arboriculture (trees and timber) and Environmental.

These types of Apprenticeships allow you to develop the skills and knowledge required by employers in land-based industries, providing you with the chance to gain on-the-job experience whilst also studying for a qualification.

**Arborist Apprentice - Aspley Guise, Bedfordshire, MK17 8HZ**  
**£148.00 Per Week**

We require an apprentice arborist for our tree works department with our fully qualified team and contribute towards the goals of that team in an efficient, co-operative and constructive manner.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102462-arborist\\_apprentice.html?s=ws](https://bedford.justapply.uk/102462-arborist_apprentice.html?s=ws)

# BEDFORD COLLEGE GROUP APPRENTICESHIPS

## Construction Apprenticeships

Apprenticeships for construction are a valid route into all sorts of different trades which can lead to a successful career or allow you to become self-employed. There are many different types of construction based apprenticeships including: Painting and Decorating, Plumbing, Carpentry, Bench Joinery, Bricklaying, Civil Engineering and Electrical Installation. These apprenticeships can be based in domestic, industrial or commercial settings and may involve some weekend or evening work and can be physically demanding. This sector could be for you if you are a practical person who enjoys keeping busy, has good practical skills and takes pride in their work.

**Construction Civil Engineering - Advanced Level Apprenticeship Cranfield, Bedfordshire, MK45 2JP, £346.15 Per Week.**

We are looking for one apprentice Trainee Clerk of Works to join Grand Union Housing Group at our Cranfield office. This is a fantastic career opportunity to progress with the organisation. You will work closely with the Senior Clerk of Works in the Development Team whilst attending college one day per week.

**Application Deadline Date: 23/09/2018**

[https://bedford.justapply.uk/102501-clerk\\_of\\_works\\_apprentice.html?s=ws](https://bedford.justapply.uk/102501-clerk_of_works_apprentice.html?s=ws)

**Highways Development Control Apprentice - Bedford, Bedfordshire, MK42 9AP, £155.40 Per Week.**

Assist Highway Development Control Officers to respond on behalf of the highway authority to consultations from the planning authority by assessing the highway safety and impacts of planning applications.

**Application Deadline Date: 23/09/2018**

[https://bedford.justapply.uk/102502-highways\\_development\\_control\\_apprentice.html?s=ws](https://bedford.justapply.uk/102502-highways_development_control_apprentice.html?s=ws)

**Bricklayer Apprentice, Bedford, Bedfordshire, SK9 5NW  
£155.40 Per Week**

Working with an experienced team of bricklayers you will have the opportunity to learn all aspects of the trade whilst working towards a full Trowel Occupations.

**Application Deadline Date : 23/09/2018**

[https://bedford.justapply.uk/102503-bricklayer\\_apprentice.html?s=ws](https://bedford.justapply.uk/102503-bricklayer_apprentice.html?s=ws)



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### **Civil Engineering level 3 Apprentice - Bedford, Bedfordshire, MK42 9AP** **£155.40 Per Week**

Assist Engineers in carrying out condition and measured surveys and complete reports. Learn basic Auto cad skill for the production of drawings. Measure and produce Bills of Quantities.

**Application Deadline Date :** 30/09/2018

[https://bedford.justapply.uk/102500-civil\\_engineering\\_level\\_3\\_apprentice.html?s=ws](https://bedford.justapply.uk/102500-civil_engineering_level_3_apprentice.html?s=ws)

### **Painting and Decorating Apprentice - Bedford, Bedfordshire, MK41 6HL** **£236.00 Per Week**

Are you interested in becoming a painter and decorator? Do you have a keen eye for detail? Do you want to learn from qualified individuals who work within this sector and gain in the work place experience?

**Application Deadline Date :** 30/09/2018

[https://bedford.justapply.uk/102308-painting\\_and\\_decorating\\_apprentice.html?s=ws](https://bedford.justapply.uk/102308-painting_and_decorating_apprentice.html?s=ws)