

HIRE AN APPRENTICE

With Westminster Kingsway College



Hiring an Apprentice has never been easier At Westminster Kingsway College we offer a simple and efficient service to support you

Stage 1 • Assessing your business needs

Arrange an initial consultation with our Business Development Team to discuss your recruitment and training needs.

Stage 2 • Candidate selection

Our team screens and shortlists the most suitable candidates for you to interview, you then select the best candidate for the role.

Stage 3 • Employment conditions

You will provide the apprentice with a contract for at least 12 months at 30 hours per week.

Stage 4 • Learning

The Apprentice learns on the job and through our online learning platform. They can either attend College once a month or our staff can visit your premises to assess their progress.

Stage 5 • Progression

Once the apprentice has successfully completed their Apprenticeship, you will have the option to hire the apprentice to a permanent position. Alternatively, the College will support the apprentice to find suitable employment or higher level training elsewhere.

We offer Apprenticeships in:

- AAT
- Business & Administration
- Cleaning and Support Services
- Creative and Digital Media
- Customer Services
- Facilities Services & Management
- Front of House
- Health and Social Care
- Hospitality and Catering
- Information Technology
- Live Events and Promotion
- Team Leading

CREATIVE
& DIGITAL MEDIA
FACILITIES SERVICES
BUSINESS
ADMINISTRATION
CUSTOMER SERVICE
& MORE!

£1,500 GRANT
INCENTIVE FOR
ELIGIBLE
EMPLOYERS*

We can also offer other Apprenticeships that may not be listed above, please contact us and we will do our best to meet your requirements.



Westminster Kingsway
central London's College



* Subject to availability and eligibility

TRAIN EXISTING STAFF

With Westminster Kingsway College

We can work with you to identify skills shortages within your workforce and then develop a tailor-made training course that will provide your existing members of staff with the relevant expertise to be a more effective member of the team.

Your employees will feel valued as they are gaining a nationally recognised qualification and as a result you will benefit from a more motivated and focused workforce.

Our funded training programmes are suitable for a range of employees from senior managers to support staff, regardless of age, and across a range of sectors.

Our training courses provide your employees with an ideal opportunity to develop their skills relevant to their job role. There is no need for them to attend College as all training is work based and once their training is complete, they will have gained a nationally recognised qualification.

We can also offer other bespoke courses that may not be listed here, please contact us and we will do our best to meet your requirements.

Our offer for existing staff

- AAT
- Business & Administration
- Cleaning and Support Services
- Creative and Digital Media
- Customer Services
- Facilities Services & Management
- Front of House
- Health and Social Care
- Hospitality and Catering
- ILM Management Level 2 to Level 7
- Information Technology
- Live Events and Promotion
- Team Leading

YOUR ACCOUNT MANAGER IS

APPRENTICESHIPS
CAN HELP YOUR
BUSINESS GROW

WE WILL MEET
YOUR RECRUITMENT
AND TRAINING NEEDS
WITH APPRENTICES
THAT HAVE THE SKILLS,
KNOWLEDGE AND
MOTIVATION TO
ENHANCE YOUR
BUSINESS

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🌐 www.westking.ac.uk/apprenticeships

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