



# Your Blueprint for growth



JTL is the leading training provider to the building services engineering sector

Advanced Apprenticeships in



ELECTRICAL



ENGINEERING MAINTENANCE



MOTOR REWIND



HEAT & VENT



PLUMBING

**JTL**  
DELIVERING SKILLS  
FOR BUSINESS

# The Blueprint for your business

Apprenticeships are an investment in the future success of our industry. A steady supply of skilled tradespeople is essential for us to be innovative, influential and competitive.

A young person with drive and ambition who is trained to meet your specific needs can have a similar impact on the performance of your business. Their input, coupled with our guidance, will help your business grow.

They can be an extra pair of hands from day one, a useful addition to the team during their apprenticeship and a vital member of staff once they are fully qualified.

At JTL we have taken the traditional benefits of apprenticeships and ensured that they are better suited to the demands of the modern business.

We are addressing the skills shortage in a manner that is cost-effective for you and invaluable for young people seeking to make a long term career in our industry.

## How to grow your business with JTL

At JTL, we understand the way businesses like yours work and we have the expertise, local knowledge and national resources, to help you achieve your goals.

We are the leading national training provider to your sector, in addition to your local Training Officer, you will also be able to draw on the experience of our central team of industry experts.

We work with 3,500 employers across the country and more than 9,700 apprentices.

Our trade specific Training Officers understand your needs. They are all highly trained individuals who have worked in your field and know what you need from an apprentice.

We are a charity and our aim is not to make a profit. Which means we are able to deliver our training and support for free. We reinvest all our funding in supporting employers and continuing to improve upon our training.



“We employ 90 JTL apprentices across London - the apprentice training doesn't cost us anything we only pay the apprentice wages, JTL supports us from start to finish.

JTL's training officers are a good standard, in fact they generally come through the industry themselves, a number of JTL officers I've met, I have been on the tools with them, and you know that they know what their talking about when they speak to apprentices.

Our JTL training officer visits the apprentices every three months on-site to monitor their progress, and offers advice and support to us.

We feel that we are providing a service to the industry and maintaining a good level of skilled operatives.”

John Burrows T. Clarke



“Some of my friends have gone to university or college, but I prefer doing this and getting paid as well. If you're a woman thinking about doing an apprenticeship just go for it, its definitely the best decision, the industry is not as male dominated as everyone thinks.”

Nikki JTL Apprentice



“The support I get from my JTL training officer is good because if I have any problems I can phone and he will come to visit me on-site to offer support and advice. It's more beneficial to me to get an apprenticeship than just to go to college as I don't have to cover the cost of my training. My family are really proud of me.”

Louis JTL Apprentice



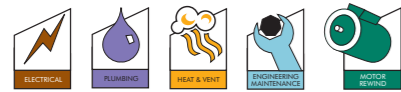
“I provide dedicated support for T. Clarke from recruitment to qualification. Our JTL apprentices are bright, eager to learn and are grafters, who are prepared to work hard for T. Clarke.”

Ian Russell  
Assistant Regional Manager

# Your Blueprint for quality

If you're looking to increase the profitability of your business, you will be thinking about employing more highly trained staff. The only way to ensure the delivery of a fully qualified tradesperson who is trained in the working practices of your business is through an Advanced Apprenticeship.

We operate within five frameworks, plumbing, electrical, heating and ventilation, engineering maintenance and motor rewind.



When you choose JTL to deliver an apprentice in your field, you'll find that we set the standards for others to follow. We have received 'good' grades overall from Ofsted and were confirmed as a 'good all round provider' by the LSC.

A JTL Advanced Apprenticeship starts with a rigorous assessment process where only one in ten young people who apply are approved to seek employment.

Once their apprenticeship begins, JTL will organise and fund their off-site training at an accredited local college.

## The four parts of an Advanced Apprenticeship.

- An NVQ will test the practical skills they need in the workplace.
- A Technical Certificate will show their understanding of the theoretical side of their work.
- Key Skills are part of their college and focus on literacy, numeracy and communication skills.
- An Industry Requirement will test their competence in a specialist area.



The level of support we offer both employers and apprentices is extremely high. We even publish our own highly acclaimed course notes to support the apprentice through the theoretical side of their training.

It's a model that works harder for employers and our success rate is unparalleled. We have an apprentice completion rate of around 70% compared to a national average of 50%.

We think of our relationship with your business as a partnership. We will commit to work tirelessly to ensure that your apprentice continues to add value to your business.

We hope your commitment to the young person you employ is as strong, so you can make the most of your opportunity to pass on your skills and experience.

It's a worthwhile investment.

## What will you gain?

- An extra pair of hands from day one
- Improved efficiency, productivity and turnover
- All off-site training costs covered
- Free help and advice from your Training Officer
- The reassurance of working with the largest training provider in your sector
- A worker trained to NVQ Level 2 or 3



*"I specialise in plumbing side and look after the whole of the North West region. Apart from paying an apprenticeships wages, it doesn't cost employers a penny to put someone through the training programme. For the plumbing industry there are added bonuses, there are qualifications that JTL pays for including water regulations, unvented hot water systems, the ACS safety, colour gas and four bolted units including central heating, fires, cookers and heaters.*

*I regularly keep in contact with employers to tell them how their apprentice is*

*getting on at college and progressing with their NVQ.*

*As a charity any money made is invested back into JTL."*

**Dave Slater** JTL Assit Regional Manager



*"Bob my mentor was brilliant, I'm really glad I did my apprenticeship with him he showed me the trade. I love the fact that I've got my own van, my own tools and I'm my own boss when I'm out on a job."*

**Danielle** Former JTL Apprentice



*"I wanted to employ an apprentice but I'm working seven days a week and felt the hassle involved sorting out all the recruitment and training outweighed the benefits. In the event Dave, our then training*

*officer, made the whole experience painless and our apprentice is doing really well."*

**Brian Banks** South Lakes Housing



*"I've been in the industry for 40 years, and Danielle's the best apprentice I've ever seen, she's got a mature attitude and a determination to prove herself."*

**Bob Whittaker** South Lakes Housing

# Your Blueprint for local support



As a national organisation we have the resources and expertise to set standards for our training which meet the highest expectations of the wider industry across a range of crafts. This combined with our regional structure means our teams are able to provide a local service tailored to the precise training needs of any business, be they large or small, a PLC or a sole trader.

In Yorkshire, for instance, Regional Manager Brian Mills' team are able to provide Bradford based Southern & Redfern with dedicated industry experienced and qualified Training Officers to support not just their electrical and plumbing apprentices but also motor rewind apprentices.



*“The reason Southern & Redfern take trainees is that they are the company's future. Without them there is no progression. We work in partnership with JTL; they contribute on the training and we contribute on the practical side. As apprentices become more confident, they develop and we can put more responsibility on them. We can make more for the company and we finish up with a good qualified electrician.”*

**David Richmond** Southern & Redfern, electrical



*“I get great support from JTL. Our Training Officer, Martin, and I go back many years. We used to work together and we understand each other. If I've got a problem he's the first port of call, he's excellent.”*

**Warren Parker** Southern & Redfern, motor rewind



*“Integrating apprentices into the company from day one is a big step forward. JTL work closely with us to organise everything so apprentices learn all the aspects of the company and the way the company works. When they are fully qualified they are aware how to do a job internally and externally on-site.”*

**Mark Nicholls** Southern & Redfern, plumbing

# Your Blueprint for value

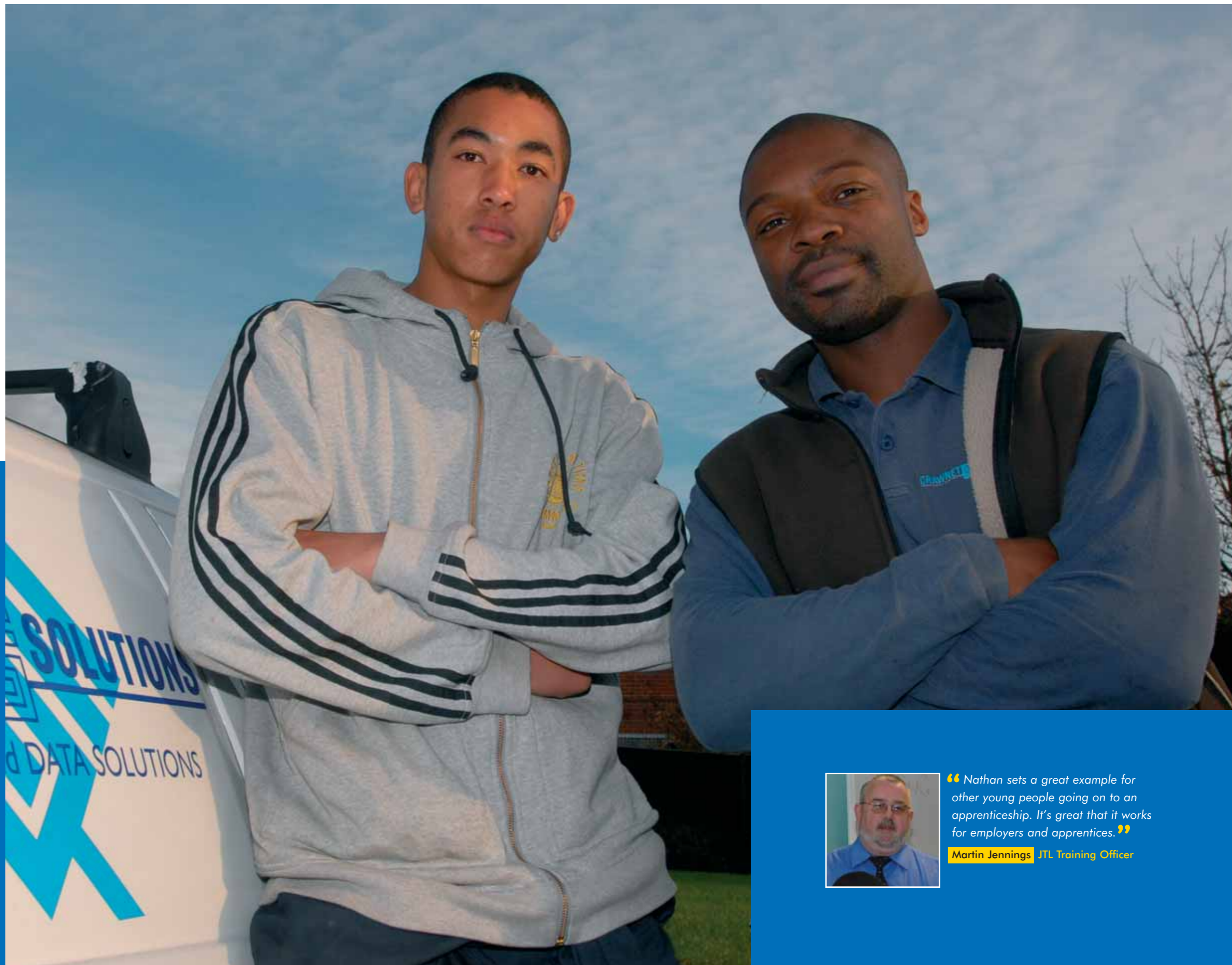
If your business is growing but you thought it would be expensive and time consuming to train an apprentice, you should think again.

JTL is a charity and all the funds we receive are reinvested in the services we provide to employers and on improving the standards of training and support we give to young people.

That's why we are able to cover the cost of all off-site training to deliver an apprentice who starts earning for your business from day one.

But we will do more than simply pay for their courses. We will provide a dedicated trade specific Training Officer to organise all the off-site training and to mentor and support the young person you employ throughout their apprenticeship. The Training Officer will ensure they meet their goals every step of the way.

At JTL we work to ensure that your apprentice learns the right skills in the right places. In practice that means they spend 50% less time at college than with any other training provider. And more time on-site working for you.



“Martin, our training officer looks after stuff for me, and Nathan is already making a difference to the business.”

**Mark Crawford**  
Crownnet Solutions



“JTL gave me a head start. Now I'm loving my apprenticeship.”

**Nathan**  
JTL Apprentice



“Nathan sets a great example for other young people going on to an apprenticeship. It's great that it works for employers and apprentices.”

**Martin Jennings** JTL Training Officer

# Your Blueprint for delivery

At the heart of what we do is our network of 185 Training Officers covering every postcode in the country. They are all highly qualified individuals with extensive hands-on knowledge of your industry. Your dedicated Training Officer will be based in your area and will have unbeatable knowledge of your competitors and local trading conditions.

Your Training Officer will supply you with a list of JTL approved candidates, help you through the interview process, ensure you meet your Health & Safety obligations as an employer, organise a college course and put the funding for their off-site training in place.

It doesn't stop there. Throughout the apprenticeship your Training Officer is the link between your business, the college and your apprentice. They continually monitor all college based training and conduct on-the-job training reviews and assessments to make sure your apprentice is progressing appropriately. Their objective is to ensure that you both gain enormously from the experience and achieve a positive end result - a member of staff qualified to NVQ Level 2 or 3, who has been fully trained in the practices of your company and makes a real contribution to your bottom line.



*“On-site jobs are diverse, so a job is never the same twice. I've got great supervisors, anything I ask them they will give me the answer straight away. I've had a good level of training*

*both from JTL and my supervisors.”*

**Steve** JTL Apprentice



*“For four years I'm the employers and apprentices best friend. I am involved in the recruitment of candidates, from selecting, testing and finding suitable apprentices for employers and getting them fixed up at college.*

*There is a whole support structure for the employer to get the apprentice through their training. A four-year apprenticeship is a drop in the ocean for how long they're potentially going to keep working in the industry. If an apprentice is willing to give it 100%, the opportunities are limitless.”*

**Phil Brewis** JTL Training Officer



*“The relationship with JTL has been excellent. We have a first class Training Officer, Ian who is also supported by his superior Rob Moore, who I have a very close contact with to address any problems in the field or*

*training. Starting the young person from school at 16 years old, seeing them coming through various levels of their training to completion of their NVQ Level 3 is quite satisfying, some of our apprentices are becoming excellent trades people. We need to continually train to make sure that the plumbing and electrical trade is around for many years to come.”*

**Chris Bilclough** John N Dunn



“ Training is essential to prepare for future business needs. We’ve had brilliant help from our Training Officer Pete. He’s supported us and our apprentice tirelessly. ”

**Paul Hurt** P&R Hurt



“ Without JTL and our excellent Training Officer Dave, we’d never have been able to do it. And my business would have been the worse for it. ”

**Bob Daniels** R&M Daniels



“ With the support of Kevan, my Training Officer, I was able to focus on training and really grow my business. Without JTL’s support, I would have missed out. ”

**Nigel Overthrow** Convections Ltd

## FAQs

### How much will JTL’s service cost my business?

Nothing, our service to employers is free of charge. We fund the cost of all off-the-job training including college fees and course notes and on-the-job assessments. You simply pay the apprentice a salary, and associated employment costs, and provide PPE.

### How can JTL help me attract, identify and select the right person?

Thousands of young people apply to start a JTL apprenticeship in response to our extensive marketing campaign. After undergoing a JTL Assessment to determine their suitability, they are placed on our Approved List. We will provide you with details of successful candidates in your local area for consideration, interview and possible recruitment. Your local Training Officer will be on hand to support you through the whole process.

### I already have a young person in mind; can JTL still help me?

Yes, we’d be happy to. Whether you or we find the apprentice doesn’t matter, JTL can still manage the training and arrange all funding support.

### Why is it better for my business to select JTL, rather than my local college, to train my apprentices?

JTL is a specialist industry focused training organisation. We actually contract with 140+ local colleges to deliver the off-the-job training elements. JTL ensures industry standards are being maintained by regular monitoring of each college and through the provision of our own specially developed course notes for lecturers and apprentices.

### How much time will the apprentice spend at college?

Training may be on a day release basis or operate in concentrated blocks. We will ensure that your apprentice learns the right skills in the right place.

### How much contact will I and the apprentice have with JTL?

JTL will provide a dedicated, trade qualified and experienced Training Officer to monitor the apprentice’s progress and manage the whole process for you, from recruitment, college start and all the way through to final qualification.

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