Opportunities with the Heathrow Shared Apprenticeship Scheme

The Shared Apprenticeship Scheme brings together some of Heathrow’s major construction companies to offer local people the chance to contribute on upcoming Heathrow projects, whilst gaining a nationally recognised qualification.

As an apprentice on the Shared Apprenticeship Scheme, you will have the opportunity to work with leading companies such as: Balfour Beatty, Morgan Sindall, MACE, Ferrovial, Dyer & Butler and their supply chain.
Benefits of being part of the Shared Apprenticeship Scheme

- CSCS/ECS or JIB card provided
- Tool allowance provided for all trade apprentices
- Placed on a PAYE Contract and paid on a weekly basis
- All holiday pay, sick pay and maternity/paternity leave entitlements managed by the Shared Apprenticeship Scheme
- 5-point PPE provided
- Level 1 Health & Safety in Construction provided
- Placement in a local FE college arranged and paid for
- You will be given a dedicated apprenticeship manager who will monitor your progress and manage any challenges that you may encounter during your apprenticeship
- If a contractor has no more work for you apprentice, the Shared Apprenticeship Scheme will arrange for you to move to another project, within the Airport to continue their apprenticeship
- You can apply for an apprenticeship Oyster Card
- You can apply for a NUS Student Discount Card
What the apprentice will be doing:

- Planning, preparing and installing wiring systems and associated equipment in buildings, structures and the environment
- Terminating and connecting conductors, cables and flexible cords in electrical systems
- Installing electrical equipment and accessories e.g. isolators and switches, distribution boards and socket outlets
- Inspecting, testing, commissioning and certifying electrotechnical systems and equipment
- Diagnosing and correcting electrical faults in electrical systems

Minimum Requirements:

- Good written and verbal communication skills, including the skill of listening and following both simple and complex instructions
- At least a Level 1 in Functional Skills or GCSE grade C or above in Maths, English and ICT. (GCSE’s valid within last 5 years)
- Candidates applying for an electrical apprenticeship must have completed a City & Guilds Level 2 qualification in Electrical Installation
What the apprentice will be doing:

- Agreeing the timescales, costs and resources needed to deliver the project
- Drawing up a detailed plan for how to achieve each stage of the project
- Directing a multi-disciplinary team and ensuring that each stage of the project is progressing on time, on budget and to the right quality standards
- Reporting regularly on progress to the client
- Preparing the final report at the end of a project
- Making sure everything is on time, budget and built to the highest standards
- Communicating with clients, contractors, colleagues and suppliers on the progress of a project
- Making sure all paperwork is done for making bids and spending
- Managing several projects simultaneously with a team of more junior project managers to support you in the delivery

Minimum Requirements:

- No prior knowledge, understanding, skills or qualifications are required before learners register for this qualification
- Candidate must have GCSE Maths C and above and English C and above
What the apprentice will be doing:

As a Quantity Surveyor, you will be making sure that day-to-day office tasks run smoothly. So, it’s important that you are organised, accurate and pay attention to detail. It is likely that you will be working for a construction-orientated firm, with some tasks including:

- Document control
- Receptionist duties
- Organising meetings and travel arrangements for management staff
- Using office equipment and systems such as databases
- Managing and improving your own performance in a business environment
- Solving problems
- Working with other people in a business environment

Minimum Requirements:

- Applicants need to have at least a Level 1 in Functional Skills or GCSE grade C or above in English and Maths (GCSE’s valid within last 5 years)
- Entry Level 3 in ICT
What the apprentice will be doing:

- Installing and maintaining domestic plumbing and heating systems
- Using and working to risk assessments including heating equipment
- Removing, preparing, setting up, installing and testing hot, cold, central and gravity rainwater systems
- Isolating supply
- Installing taps and fittings
- Removing and installing baths, basins, toilets and radiators
- Connecting pipes
- Re-connecting supply and testing it afterwards

Minimum Requirements:

- Good written and verbal communication skills, including the skill of listening and following both simple and complex instructions
- At least a Level 1 in Functional Skills or GCSE grade C or above in Maths, and English (GCSE’s valid within last 5 years)
- Entry Level 3 for ICT
- Relevant experience and / or a Level 1 or 2 in Plumbing
Dry Lining

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<th>NAS Qualification</th>
<th>City &amp; Guilds Level 2 Interior Systems</th>
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<td>Qualification Duration</td>
<td>12-24 months</td>
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What the apprentice will be doing:

Dry Liners build internal walls and ceilings in residential and commercial structures. They use plasterboard panels to reduce cost and time and to make the walls easier to move or be removed. Dry Liners need have a good fitness level. Some of the tasks that you will undertake include

- Fixing stage – measuring, cutting and installing stud work
- Finishing stage – Sealing, taping, skimming and sanding

Dry lining methods are used to hide wiring or pipes, to improve a room’s acoustics, to improve a cavity space for insulation or to smooth out uneven walls during renovation work. This role can be combined with traditional plastering or other types of work, for example sectioning off areas in open-plan offices.

Minimum Requirements:

- Good written and verbal communication skills, including the skill of listening and following both simple and complex instructions
What the apprentice will be doing:

To be a construction operative, you will need a good level of fitness, a basic knowledge of building methods and an understanding of the materials used in construction. At the start of a job, you will help to prepare the site, unload and store building materials and once the work gets underway, further duties could include:

- Ground working – marking out and digging shallow trenches for foundations
- Form working – putting up or dismantling the shuttering that holds the concrete in place
- Steel fixing – bending and fixing the bars used to reinforce concrete structures
- Steel piling – fixing steel sheets together to form temporary retaining walls for excavation work

Minimum Requirements:

- Applicants need to have at least an Entry Level 3 in Functional Skills or GCSE grade D or above in English and Maths (GCSE’s valid within last 5 years)
What the apprentice will be doing:

Painters and decorators use a range of coverings to enhance and protect surfaces. Examples of the work you will be carrying out include:

- Preparing, priming and sealing exterior and/or interior surfaces for decoration
- Applying water-borne and/or solvent-borne coatings to internal and/or external surfaces
- Erecting and dismantling equipment such as stepladders and mobile scaffold towers

Minimum Requirements:

- Applicants need to have at least an Entry Level 3 in Functional Skills or GCSE grade D or above in English and Maths (GCSE’s valid within last 5 years)
Carpentry

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<th>NAS Qualification</th>
<th>City &amp; Guilds Level 2 Carpentry &amp; Joinery</th>
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<td>12-24 months</td>
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What the apprentice will be doing:

- Installing door / window frames, floor joist coverings, partitions, cladding and stair components
- Erecting inclined roofs with gables
- Repairing or replacing doors, windows, mouldings, frames
- Setting up and use saw, drills, biscuit jointer, disc cutter

Minimum Requirements:

- Applicants need to have at least an Entry Level 3 in Functional Skills or GCSE grade D or above in English and Maths (GCSE’s valid within last 5 years)
What the apprentice will be doing:

As an administrator, you will be making sure that day-to-day office tasks run smoothly. So, it’s important that you are organised, accurate and pay attention to detail. It is likely that you will be working for a construction-orientated firm, with some tasks including:

• Document control
• Receptionist duties
• Organising meetings and travel arrangements for management staff
• Using office equipment and systems such as databases
• Managing and improving your own performance in a business environment
• Solving problems
• Working with other people in a business environment

Minimum Requirements:

• Applicants need to have at least a Level 1 in Functional Skills or GCSE grade C or above in English and Maths (GCSE’s valid within last 5 years)
• Entry Level 3 in ICT
What the apprentice will be doing:

As an assistant site manager, you will be making sure that day-to-day office tasks run smoothly. So, it’s important that you are organised, accurate and pay attention to detail. It is likely that you will be working for a construction-orientated firm, with some tasks including:

- Document control
- Receptionist duties
- Organising an attending meetings
- Using office equipment and systems such as databases
- Managing and improving your own performance in a business environment
- Solving problems
- Working with other people in a business environment

Minimum Requirements:

- Applicants need to have at least a Level 1 in Functional Skills or GCSE grade C or above in English and Maths (GCSE’s valid within last 5 years).
- Entry Level 3 in ICT