

IT, Software, Web & Telecoms Professionals Level 3 Advanced Apprenticeship

Duration: 12-24 months

Who is the apprenticeship for?

This apprenticeship is intended for new or existing staff working in the IT sector and is suitable for candidates who have an interest in pursuing a career in an IT Support role or who are already working in an IT support position.

Entry requirements

Applicants must be age 16 and over with GCSEs A*-C preferably including English and Maths or an appropriate NVQ Level 2 or First Diploma at Merit with Functional skills level 2 in English and Maths. Qualifications will be considered along with the results of an initial assessment.

What qualifications are delivered?

- ◆ BTEC Level 3 Diploma in ICT Professional Competence
- ◆ BTEC Level 3 Certificate in ICT Systems and Principals
- ◆ Functional Skills in English, Maths and IT Level 2
- ◆ Employee Rights and Responsibilities
- ◆ Personal Learning & Thinking Skills

What does the apprenticeship cover?

The programme covers a range of web and telecoms duties including; solving complex IT problems, managing 1st line customer support, installing a wide range of hardware and software alongside health & safety and employment law. The apprenticeship includes a range of optional units available, which will be determined by their relevance to the individual's job role.

BTEC Diploma in ICT Professional Competence (Level 3) **BTEC Certificate in ICT Systems & Principals (Level 3)**

Mandatory Units (examples):

- ◆ Health and Safety in ICT
- ◆ Develop own Effectiveness and Professionalism

Optional Units (examples):

- ◆ Working with ICT hardware and equipment
- ◆ Software installation and upgrade
- ◆ System operation
- ◆ Technical advice and guidance

Optional Units (examples):

- ◆ Communication and Employability Skills for IT
- ◆ Principals of ICT System and Data security
- ◆ Computer Networks

Training Programme

The apprentice will attend college 1 day a week and the remainder of the week is spent in the workplace. The assessor visits the apprentice once a month for approximately 3 hours for assessment and training. In addition quarterly review meetings will be scheduled to track progress, involving the line manager, assessor and apprentice. If the apprentice needs to gain their Maths, English or IT qualifications they will attend the college to achieve these.

For more information contact Training Solutions at:
trainingsolutions@rutc.ac.uk OR call **020 8607 8306**