

## IT, Software, Web & Telecoms Professionals Level 4 Higher Apprenticeship

Duration: 2-2.5 years

### Who is the apprenticeship for?

This apprenticeship 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 environment and have an interest in achieving a vocational qualification. The candidate will need to be conscientious, mature, reliable, self-motivated, committed and enthusiastic.

### Entry requirements

Applicants must be aged 18 and over, with A\*-C GCSEs preferably including English and Maths and a Level 3 ICT qualification including BTEC 90 credit IT or BTEC Extended IT Diploma.

### What qualifications are delivered?

- ◆ BTEC Level 4 Diploma in Professional Competence for IT, Web and Software Professionals qualification competence
- ◆ BTEC Higher National Certificate (HNC) in IT
- ◆ Functional Skills in English, Maths and ICT at level 2 if required
- ◆ Employee rights and responsibilities
- ◆ Personal Learning & Thinking Skills

### What does the apprenticeship cover?

The programme covers a range web and telecoms duties and includes a range of mandatory unit and optional units, which will be determined by their relevance to the individual's job role.

#### **BTEC Diploma in Professional Competence for IT,**

#### **Web and Software Professional Competence (Level 4)**

Mandatory Units (examples):

- ◆ Health and Safety in ICT
- ◆ Develop own effectiveness and professionalism

Optional Units (examples):

- ◆ Investigating and defining customer requirements for ICT systems
- ◆ Software installation and upgrade
- ◆ Technical advice and guidance
- ◆ Testing ICT systems

#### **BTEC Higher National Certificate in IT**

Mandatory Units (examples):

- ◆ Business skills for E commerce
- ◆ Computer Systems
- ◆ Employability and Professional Development

Optional Units (examples):

- ◆ Networking systems
- ◆ IT Support for end users
- ◆ Database design concepts
- ◆ Project design, implementation and evaluation
- ◆ IT Security management

### 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:  
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