

## **Feedback from 2012/13 Apprenticeship Scheme - CMT 23rd July 2013.**

### **Claire Truebridge – Environmental Health**

I feel I have gained more office experience. I was made redundant from my previous role and although I was applying for jobs, I wasn't successful. This has given me the chance to get back into a working environment. I do believe the skills will be beneficial for future employment.

### **Joe Neave – Resident Services**

"The Apprenticeship Scheme has helped me develop important personal skills in the office, like my organisation and time-keeping. I've also gained invaluable experience in an office environment; something I didn't have before"

### **Emma Cooper – Strategic Planning & Regeneration**

'I applied for the Apprenticeship scheme after being made redundant from my job in retail. It was an ideal opportunity to gain entry to work in a different sector as my lack of previous experience had held me back when applying for other roles in an office environment. During the last year I have worked towards gaining an NVQ level 3 in Business Administration as well as learning key skills to help me develop further in the role' and was successful in securing a permanent role when a vacancy became available as a Technical Assistant.

### **Lisa Eaton – Planning Registry**

"Having the opportunity to be part of the apprenticeship scheme has given me experience and knowledge of working in a Land Charges team which helped me to get a permanent job within the council. I have been very lucky that my team and team leader have been supportive in helping me through the apprenticeship."

### **Tom Jennings – HR**

The apprenticeship scheme has proven to be very useful for me. To be given an opportunity to work in an environment that I have had little experience in has widened my skills and abilities in business administration. I feel that securing a role (internally or externally) within the field of administration has become a much greater possibility thanks to what I have learned during my time at DBC. I am very hopeful to secure a vacancy at the Cupid Green Depot as Unit Administrator, which they are currently shortlisting for.

I would encourage anyone that is looking to gain experience and skills in business administration to apply for the Apprenticeship post, if DBC were to run the scheme again.

### **Mark Holliday – Strategic Housing**

I feel that all in all the NVQ side and the support I have had from the college has been very good, It has helped me with my organisational skills and I have learnt a lot due to the units I chose, also it has given me experience within an office environment which I can take with the qualification to a new job when this process finishes.

### **Yasmin Finn – Benefits Revenue & Fraud**

The apprenticeship scheme has encouraged me to further my skills around the office, it's taught me to be more organised and meet deadlines a lot quicker. Throughout the experience I have become a lot more confident in myself and have been putting my skills to use more often. I definitely think the skills I have gained will help me to secure a permanent role in the near future.