

Accounting

What is an Apprenticeship?

An Apprenticeship is a mix of real work and learning. Apprentices earn a wage and gain experience whilst working towards a number of qualifications. An Apprenticeship follows a Level 2 programme and can lead onto an Advanced Apprenticeship which is a Level 3 programme.

Overview

There were almost 1.2 million individuals across the UK employed in the accountancy sector (and finance function) in 2008. Of this number the finance function accounted for 81% and accountancy sector 19% of employment. Almost a third of the UK's finance function workforce in 2008 was employed in the electricity, gas and water supply sector, the public administration and defence sectors.

Currently accountancy has the potential of a growing sector for the employment of Apprenticeships as only around 2000 people are undertaking Apprenticeships each year.

Employers in this sector have a track record of recruiting and developing people and encouraging them to progress in their career as Accountants.

Starting salary (once qualified) from £12,000 - £16,000.

Example Job Roles as an Apprentice

- Accounts Assistant
- Finance Assistant
- Junior Accountant
- Trainee Accountant
- Assistant Management Accountant

Apprenticeship Framework

There are a number of elements to each Apprenticeship and this is called the framework. Each Apprenticeship framework has three main strands:

- Competence based element
- Technical element
- Skills element

The three strands are sometimes accompanied by additional qualifications to give the most relevant skills and knowledge required for the job, these are broken down as follows:

Competence Element

Apprenticeship - NVQ Level 2 in Accounting (AAT)

Advanced - NVQ Level 3 in Accounting (AAT)

Technical Element

Knowledge embedded within each NVQ Level in accounting therefore no additional qualification required

Skills Element

Apprenticeship - Key or Functional Skills in Application of Number Level 1 + Communication Level 2

Advanced - Key or Functional Skills in Application of Number Level 2 + Communication Level 2

Other Additional Study

Employment Rights and Responsibilities

Apprenticeships Available

- Apprenticeship Level 2 - on completion this is equivalent to 5 A* - C grade GCSE's
- Advanced Apprenticeship Level 3 - on completion this is equivalent to 2 A-levels

Progression Routes

- Advanced Apprenticeship Level 3 (AAT Intermediate)
- Higher Apprenticeship Level 4 (AAT Technician Level)

Already Employed?

Are you currently employed but not working towards qualifications? Speak to your employer about converting to an Apprenticeship and ask them to contact us on:

Email: apprenticeships@newcollege.ac.uk

Website: www.newcollege.ac.uk and www.fastforwardonline.net

Tel No: (01793) 755520

Visit www.apprenticeships.org.uk (National Apprenticeship Service)