

|  |  |
| --- | --- |
| **Apprentice title** | Mechanical / Electrical Engineer |
| **College/Budget Centre** | Estates |
| **School/Department** | Maintenance |
| **Duration of the apprenticeship** | Up to 4 years |
| **Contact details for any enquires** | [C.wright.2@bham.ac.uk](mailto:C.wright.2@bham.ac.uk) |
| **Closing Date** | Monday 12th June 2017 |

**Apprenticeship summary**

The Estates Office is one of the *Corporate Services* which support the University's academic and business activities.

The University estate includes some two hundred buildings and half a million square metres of floor space. Outside there are over a hundred hectares of grounds and twenty hectares of sports pitches, all of which is maintained and developed by the Estates Office.

It is our responsibility to preserve the University’s physical heritage and develop the best modern facilities.

As an Apprentice you would learn a role working within a team in our maintenance section, this will involve the manufacture, installation and testing of services and equipment in a variety of buildings and structures.

We will provide you with the support and skills needed to complete a combine work / study based qualification that satisfies national standards.

* You will get valuable on-the-job experience, working with experienced and professional staff
* You will be assured that the skills you learn are exactly what is needed for your chosen career.
* You will be working towards an industry-recognised qualification

**Main duties you will learn during your apprenticeship**

As a engineering apprentice, you would be assisting in the installation and maintenance of equipment and services across the estate.

The work activities mainly fall in to two areas reactive and planned maintenance. Reactive maintenance tasks you shall learn include: responding immediately to equipment and service breakdowns fixing faults on site or arranging for replacement equipment to be installed.

You would use technical manuals and drawings to aid your investigations and carry out the work with a range of instruments and tools.

In preventative maintenance, duties you would learn include: making scheduled checks on equipment and systems, finding and fixing faults, and recalibrating instruments oiling and cleaning equipment and parts carrying out scheduled overhaul and replacing parts that have reached the end of their working life.

As a representative of the University you would present yourself in a professional manner at all times, maintain a good standard of work and ensure you adhere to the processes and procedures as set out by the University.

**This apprenticeship would suit:**

If you enjoy practical work, are good at solving problems and interested in engineering as a career, this could be an ideal job for you.

You’ll need to be good with your hands, able to follow technical plans and be as good at working in a team as well as on your own.

Have good literacy and numeracy skills, basic IT skills, and a good communicator and able to effectively interact with co-workers, supervisors and customers.

Be trustworthy, self-motivated with a proactive and committed attitude to work.

You will also have the ability to describe what interests and motivates you to the construction / engineering industry.

**Required Knowledge, Skills, Qualifications, Experience**

Ideally the successful candidate will have 3 GCSEs at grade C or above (including Maths and English) or equivalent, good communication skills, the ability to understand and follow written and oral instructions, IT knowledge, the willingness to learn and develop with a confident manner.

Good practical ability strong problem-solving skills and the ability to work well as part of a team and on your own, accuracy and attention to detail, a reasonable level of fitness, a head for heights (for some jobs) and a basic knowledge of health and safety.

**Career Pathway**

The Apprenticeship we offer combines theory with work and ‘on the job’ practical experience, which allows you to build experience and competency to become a qualified engineer.

This is a high value apprenticeship, which can be difficult and demanding, but can lead to a successful career and higher education opportunities along with having a trade, which will be a valuable asset in the years to come.

This is a foundation for an exciting and well paid career with really great prospects.

Once you have completed your apprenticeship and with further training and experience, you could move into a technical, supervisory or management role within the engineering industry.