

Looking for an Apprenticeship – Top Tips

- Have a CV ready – make sure it is kept up-to-date. Ask family/friends and school to read it through. There are several useful websites that can help – National Careers Service, Success at School, Job Centre Plus.
- An apprenticeship is a job with training and you will need to use several methods to find vacancies. A few that may be of use are:
 - [GetInGoFar](#)
 - [UCAS](#)
 - [RateMyApprenticeship](#)
 - [NotGoingToUni](#)
 - [Indeed](#)
 - [Jace Training & Assessment](#)
 - [Middleton Murray](#)
 - For Higher and Degree Apprenticeships, try the [National Careers Service Higher and Degree Apprenticeship](#) listing
- Do a web search for companies working in the Industry you are interested in and check their Career pages for schemes. Even if they have nothing at present don't be afraid to make a speculative approach if you think you have something to offer them.
- Speak with family and friends about potential vacancies where they work – do not be shy!
- Do not just email; follow up with a phone call and try to get a name you can contact directly. Keep in touch/sign up for job alerts.
- If your work experience was something that interested you then get back in touch.
- If you are not sure what a job entails or you are looking for inspiration then check the [National Careers Service](#) job profile page. You can also phone, email or web chat. They have live chats at advertised times and places.
- Register with StartProfile (career platform) using student code 85005.
- Attend job fairs and put your name down for school-led trips (Skills London, Next Steps).
- Check school emails – a bulletin is issued every couple of weeks and sent out by Achievement Coordinators of Years 11, 12 and 13.