



# APPRENTICE INFORMATION PACK



Llywodraeth Cymru  
Welsh Government



# YOUR CAREER JOURNEY STARTS WITH US



## APPRENTICES

The SWTRA Apprenticeships programme allows you to gain the training, experience and support you need to build a good start for your career and more importantly earn and learn. We are in the process of developing pathways across a range of disciplines which we hope will be available soon but currently the main pathway available is the Civil Engineering Pathway.

## LEVEL 3 PROFESSIONAL APPRENTICE ROUTE - CIVIL ENGINEERING

You will join our asset management division where you will experience the full range of work associated with inspect, manage and maintain the asset in accordance with Welsh Government's standards. Your rotations will start in the inspection teams where you learn how to undertake a range of inspections and understand how assets perform and are maintained and how to record their condition.

The role will be a balance of both desk based and outdoor inspection and assessment work on the network and if you enjoy a varied workload, then this is the role for you.



## EDUCATION

By choosing this apprenticeship, you will be given the opportunity to gain;

- Level 3 BTEC Diploma in Construction & the Built Environment
- Edexcel Level 3 Diploma in Civil Engineering for Technicians (ICE)QCF
- HNC Level 4 in Construction and the Built Environment, Civil Engineering Technicians



# YOUR CAREER JOURNEY STARTS WITH US



## APPRENTICE SCHEME

- Starting Salary of £20,258 per annum
- Option to hybrid working, 3 days in the office / on site and 1 day from home, 1day at College
- Access to flexitime
- 26 days annual leave plus Bank Holidays
- Successful completion of this programme may lead to an offer of a Technician position, subject to availability and eligibility

## ENTRY REQUIREMENTS

- You will need a minimum of 5 GCSE's at grades A\*-C (these must include English, Maths and a Science)
- Must hold a drivers licence and have access to a vehicle (for commute to work and College)

## HOW TO APPLY

This scheme is administered on our behalf by the **Welsh Apprenticeship Alliance**. The scheme will open on the 1st March 2023 and close on Friday May 26th 2023

Applications will be via the Welsh Government website @[gov.wales/find apprenticeship](https://gov.wales/find-apprenticeship)

Colleges which offer the course are: Cardiff and Vale College, Coleg Gwent, Bridgend, Neath Port Talbot, and Coleg Y Cymoedd (Ystrad Mynach) offer the courses required.



**South Wales Trunk Road Agent (SWTRA)**

# YOUR CAREER JOURNEY STARTS WITH US



## LEVEL 2/3 FOUNDATION APPRENTICE PATHWAY

Apprentice High Speed Road Skilled Operative - (24 - 30 months)

You will join our Trunk Road Services department who are our dedicated direct works section and who are responsible for the safe delivery of all routine, cyclic and reactive maintenance over central area covering 275km of strategic road network. If you want to work outdoors and develop a range of skills and accreditations then this is the role for you.

You will supported to undertake a BTEC Level 2 and Level 3 Diploma in Construction Occupations and NVQ Level 2 and Level 2 Diploma in Construction and Civil Engineering Operations.

You will supported to progress within the organisation as you gain knowledge and experience. Your earning potential will increase at each stage.



### STARTING BASIC SALARY

AGE	ANNUAL TOTAL 2023
UNDER 18	£5.28/hr • £10,186.66 per annum
18 - 20	£7.49/hr • £14,450.39 per annum
21 - 22	£10.18/hr • £19,640.18 per annum
23+	£10.42/hr • £20,103.21 per annum

Successful completion of this programme may lead to an offer of a Semi Skilled Operative position, subject to availability and eligibility at Grade 4 (basic salary of £21,575-23,194)

This scheme is administered on our behalf by the Construction Hub Academy and vacancies will be advertised on the SWTRA section of the NPT Jobs section [www.npt.gov.uk/jobs](http://www.npt.gov.uk/jobs)

## ENTRY REQUIREMENTS

- You will need a good level of numeracy, literacy and basic IT skills
- Must hold a drivers licence and have access to a vehicle (for commute to work and College) and be able to attend one of our depots at Ynysforgan (Swansea), Goatmill Road (Merthyr) or Pencoed (Bridgend)

# WHY JOIN US



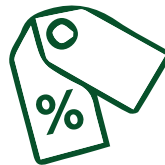
## YOUR CAREER JOURNEY STARTS WITH US

We want to attract the very best talent to work and develop their careers with us and under our “grow your own initiative” we are looking to recruit, train and develop candidates providing them with the range of experience and skills to progress both professionally and within the organisation.

**SWTRA is an exciting place to work. We have progressive policies and a commitment to training and development.**



- 26 days of annual leave per year to 31 after 5 years' service
- 8 bank holidays plus one extra statutory day
- Hybrid Working and flexible hours (for some roles)



- Cycle to Work Salary Sacrifice Scheme
- Relocation Scheme (subject to conditions)



- Incremental pay increase
- Generous Local Government Pension Scheme.
- Life Assurance Scheme.



- In-house Occupational Health Unit.
- Time to Change Wales Employer
- Staff Health & Wellbeing Group and online staff portal to enable staff to access help, support and resources for their health and wellbeing.



**If you need further information please call 01792 325900**