



“ Totton College was instrumental in helping us to make the most of the levy and come up with a training course that suited our needs. Our apprentice is a real asset to the business and we're delighted to have offered her a permanent position. I would definitely encourage more businesses to consider taking on apprentices.

**David Bower** Recruitment Manager

**Roke** Romsey

# TOTTON COLLEGE **EMPLOYER SERVICES**

# **BUSINESS, IT AND MANAGEMENT**

# **APPRENTICESHIPS**

Totton College provides a work based learning route into employment across a broad range of industries including business, IT and management. Organisations can rely on our dedicated and experienced team to advertise, interview and employ new apprentices or upskill existing staff utilising the apprenticeship scheme.

## **Delivery**

Assessors with industry experience provide exceptional support for apprentices throughout their programme. Some apprenticeships require college attendance one day a week for training complementing the work-based learning with their employer.

## **Qualifications**

- Level 2 Diploma in Business Administration
- Level 3 Diploma in Business Administration
- Level 2 Diploma in Customer Services
- Level 3 Diploma in Customer Services
- Level 2 Diploma in Professional Competence for IT & Telecoms Professionals & Award in ICT Systems and Principles
- Level 3 Diploma in Professional Competence for IT & Telecoms Professionals & Award in ICT Systems and Principles
- Level 2 Diploma in Team Leading
- Level 3 CMI Diploma in Management

For further information please contact:

**TOTTON**  
COLLEGE

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Totton College is part of **Nacro**, a social justice charity