



Raytheon Professional Services

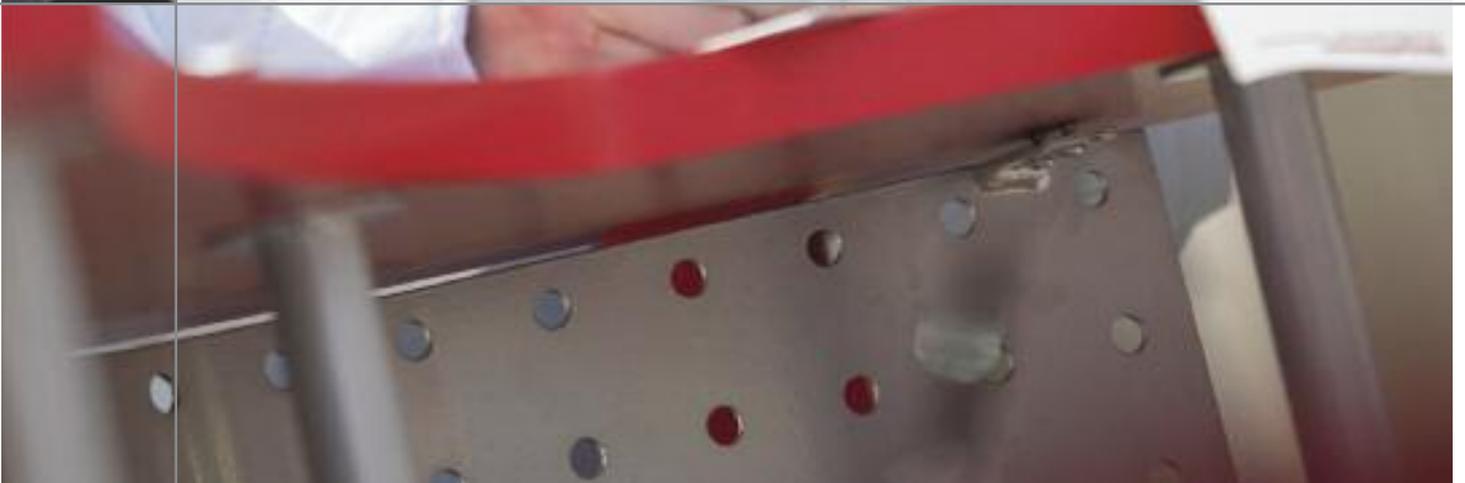
Apprenticeships For The Automotive Sector



Raytheon



“Success is all about finding people who will help make any business grow, especially in times like these. It’s important that employers take apprenticeships seriously - apprentices make things happen and can help a business to grow and thrive.” Lord Sugar



Raytheon Professional Services

Raytheon Professional Services (RPS) is a global leader in training services and training outsourcing. We help your businesses meet critical objectives, by designing, implementing and managing optimised training solutions that align employees, customers and partners with key business goals.

Apprenticeships for the Automotive Sector

Higher productivity, lower training costs and hard-working motivated employees. What if there was a way to ensure all three, and give your company a competitive edge? With Raytheon Apprenticeships, there is. Raytheon connects you with motivated, committed apprentices who enable you to build and retain a skilled workforce.

Our programme is recognised for its quality and performance. We help you to offer an exciting range of career opportunities for exceptional young people for your future growth.

Training takes place on the job, day release training at one of our modern local training centres and remotely using Web-based Training.

Our retention rates are consistently above the national average. That's the value of 70 years of training expertise.

Our apprenticeship programmes offer an inclusive working and learning environment that respects and celebrates difference.

Raytheon is committed to providing high quality tailored apprenticeships for the Motor Industry. As we move into new exciting times and face challenges such as low carbon technology and advanced vehicle safety you can rest assured that you are with one of the leading training innovators.

Overall Success Rates



What Raytheon Offers, Delivered in 2 years



Workshop Based Training



Classroom Training



Web-based Training

How we deliver: Service Technician Apprenticeships

Delivery Structure

Service Technician Programme Training is delivered on day release basis and further enhanced using our distance learning capabilities. The programme also includes a wide range of subjects to make apprentices more aware and enrich their understanding of the industry. We will also include activities such as driver safety training and drug & alcohol awareness.

Additional Learner Support is available to learners who require extra support during their apprenticeship.

We Offer...

Our successful Service Technician apprentices graduate with a number of qualifications.

Level 2 Programme:

- Vehicle Fitting-Technical Certificate Level 2
- Vocational Competence Qualification (VCQ) Vehicle Fitting Level 2
- Key / Functional Skills up to Level 1 in Communication, Application of Number & Information Technology
- Institute of the Motor Industry Apprenticeship Certificate

Level 2 Training Module Content

 <p>Module 1</p> <ul style="list-style-type: none"> • Health & Safety training • Good housekeeping • Working relationships • Employment rights and responsibilities 	 <p>Module 2</p> <ul style="list-style-type: none"> • Correct use of tools and measuring devices • Materials used in vehicle construction • Fabrication skills 	 <p>Module 3</p> <ul style="list-style-type: none"> • Engine technology • Cooling & lubrication systems • Fuel systems • Exhaust & intake systems • Ignition systems 	 <p>Module 4</p> <ul style="list-style-type: none"> • Transmissions • Final drive & differentials • Clutches
 <p>Module 5</p> <ul style="list-style-type: none"> • Steering systems • Suspension systems • Braking systems • Wheel alignment 	 <p>Module 6</p> <ul style="list-style-type: none"> • Vehicle servicing and inspection • Repair, replacement and inspection of light vehicle tyres 	 <p>Module 7</p> <ul style="list-style-type: none"> • Basic electrics • Vehicle batteries • Starting & charging systems 	 <p>Module 8</p> <ul style="list-style-type: none"> • Heating, Ventilation & Air Conditioning systems • Enrichment activities



One to One Coaching



Mentoring



Kindle for Each Learner

Level 3 Learning: Developed in Partnership

Partnership development:

In order to truly develop a unique and “advanced” Level 3 apprenticeship programme it should be developed by all stakeholders and we would like to invite employers and learners to have an input into what their “advanced” qualifications should contain to ensure it really does fit the needs of learners & employers.

The Level 3 will include:

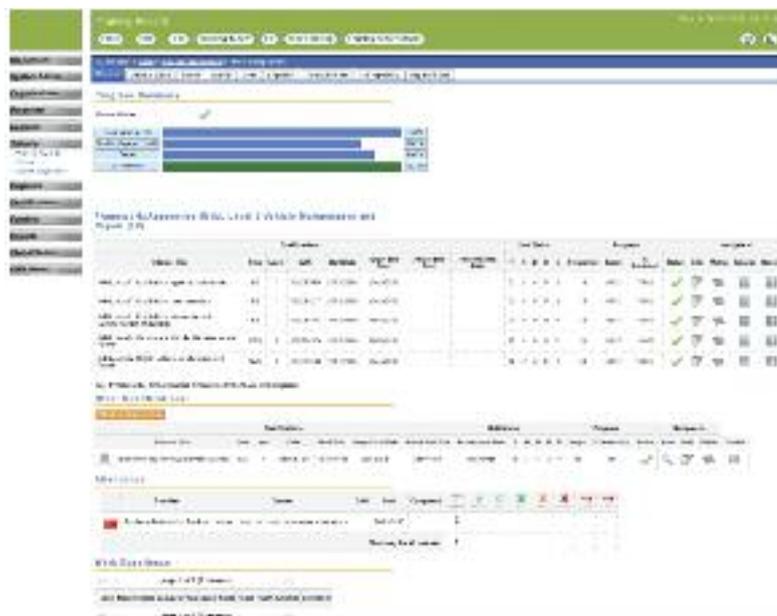
- Institute of the Motor Industry (IMI) Advanced Apprenticeship Certificate
- Level 3 Award in Automotive Refrigerant Handling (DEFRA)
- Automotive Technician Accreditation – Learners are assessed to Service Maintenance Level 2
- Key/Functional Skills up to Level 2 in Communication, Application of Number & Information Technology



Qualification Progression

Raytheon have developed a Learner Management System that:

- Manages the learner journey & qualification progression
- Manages the stakeholder relationship / partnerships
- Enables employers to monitor their learners training and progression
- Empowers Apprentice Development Coaches (Trainer / Assessor) Verifiers to own their caseload of learners
- Empowers managers to monitor individual & group performance





Kindle for every learner

Raytheon are fully aware of their carbon footprint, therefore we have taken the decision to purchase a Kindle for each learner to reduce the amount of paper based course material we use.

About Kindle

Kindles are completely mobile and simple to use. Kindle (Wi-Fi) allows the learner to connect the Kindle to a Wi-Fi network and wirelessly download their course material in less than 60 seconds prior to training.

This will allow learners to complete pre study prior to training and they will also be able to take advantage of the instant dictionary, text resizing, book marking and text to speech ability of the Kindle and the fact it can store the equivalent of 3500 books.





Employer Responsibilities

As apprentices are employed by the dealer, terms and conditions of employment must be agreed as with any other employee.

All apprentices should receive a contract of employment and receive a wage above or in line with UK Government minimum wage guidelines. Current minimum wage requirements and recommendations can be found at the directory website:

http://www.direct.gov.uk/en/Employment/Employees/TheNationalMinimumWage/DG_175113

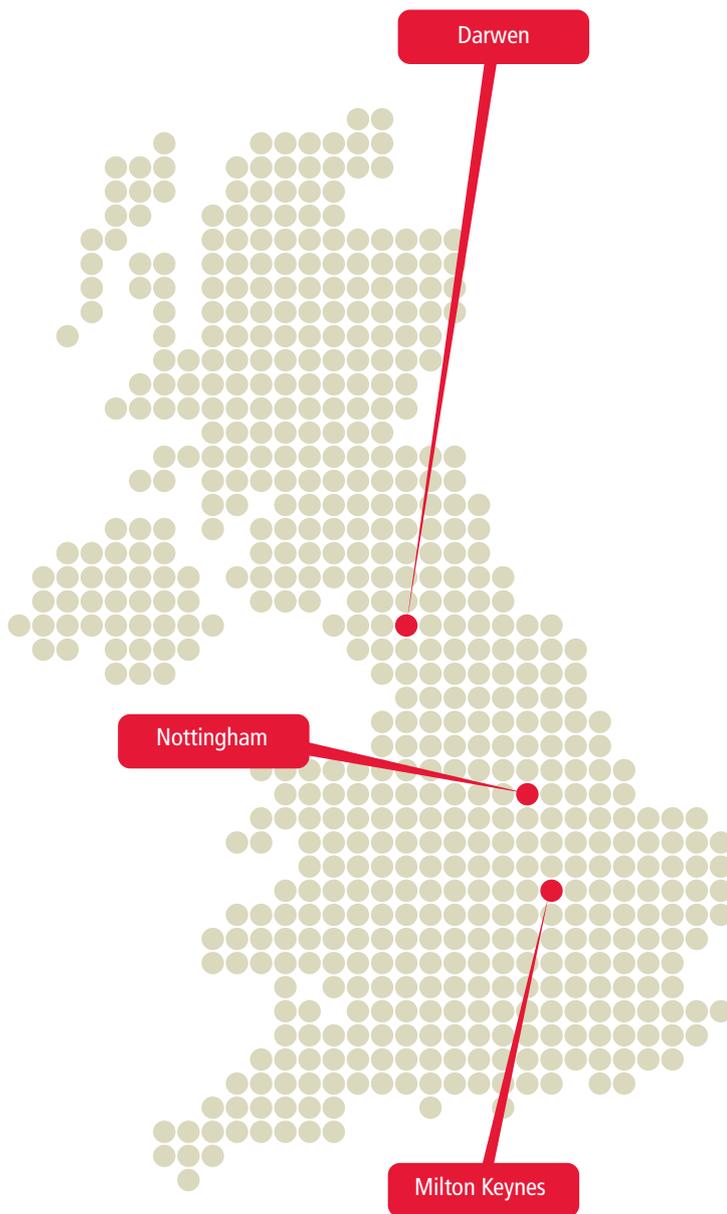
Allocation of a suitable mentor / coach to ensure that every apprentice receives adequate support and encouragement throughout their apprenticeship.

The level 2 and 3 training programmes are subsidised by the government, with a small employer contribution based on your apprentice's age and eligibility. Please consult our price guide or contact our administration office for more information.

Apprenticeships – The FACTS

- Over 80% of those employers who employ apprentices agree they make their workplace more productive.
- 81% of consumers favour using a company which takes on apprentices.
- The National Minimum Wage for apprentices is £2.60 per hour. Many employers prefer to pay more however, and research shows that the average salary is approx £170 per week.
- Employers who take on a 16-18 year old apprentice only pay their salary. The Government will fund their training.
- 92% of employers who employ apprentices believe that apprenticeships lead to a more motivated and satisfied workforce.
- 83% of employers who employ apprentices rely on their apprenticeships programme to provide the skilled workers that they need for the future.
- One in five employers are hiring more apprentices to help them through the tough economic climate.

Extract from the National Apprenticeship Service, December 2011.



Head Office:

Raytheon Professional Services
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Ruddington
Nottingham
NG11 6JZ

**Raytheon Independent
Automotive Programme:**

Unit 1, 2 & 3
Darwen Access Point
Duckworth Street
Darwen
BB3 1AT

**Raytheon Independent
Automotive Programme:**

Unit 2 IO Centre
Fingle Drive
Stonebridge
Milton Keynes
MK13 0ER.

Employers:

To enrol your interest in taking on
an apprentice either do this directly
with your recruitment advisor or
alternatively:

Tel: 01159 457290

Email: rps.enquires@raytheon.com

Learners:

To apply for a position on our
Apprenticeship Programme:

Tel: 01159 457290

Email: rps.enquires@raytheon.com

Website: www.raytheon.co.uk/learning



Raytheon

Customer Success Is Our Mission