



Ellis Bates

Apprenticeship
Programme



Ellis Bates Academy

To be the best version of ourselves and the best at what we do

Introduction

An apprenticeship with Ellis Bates is a fantastic way to start your career, you'll get hands on experience, a salary and the opportunity to gain qualifications while you work. You'll be working and learning in an environment that will support you with your studies and also in your personal and professional development.

Our apprenticeships usually take between one and two years to complete depending on the level of qualification. They can exist in many different subjects giving a wide range to choose from.



Our Apprenticeship Programme

Whether you go down our Business Administration or another specific apprenticeship route, you will enjoy a tailored induction program.

Our Business Administration route is designed to help you develop a wide range of skills and competencies, including developing your verbal and written communication skills, working to deadlines and understanding operational business processes. You will also gain experience of working with Microsoft packages and using our in house IT systems.

The ongoing training, development and coaching we provide will really help you to progress your understanding of financial services, all whilst earning a competitive salary.

What do our current Apprentices say?

"Participating in the Ellis Bates apprenticeship role has allowed me to learn the fundamentals of how a business works. The most important elements of doing an apprenticeship is having the time to really focus on your studies and having the best opportunity to produce the best possible work for the course. Ellis Bates dedicates one day of the week in which I can go to the Academy room and do my coursework, which really allows me to perfect my work."

- Elliot Wright

"Participating in an apprenticeship with Ellis Bates allows you the opportunity to develop your skills, knowledge and professional abilities with a structured training plan and assistance from immensely dedicated and supportive colleagues. From day one as an apprentice you will be earning and learning your way through the complexities of the industry of Financial Advice. You will gain vital experience in utilisation of problem solving techniques, taking part in training sessions held by sector specialists and acquiring valuable industry involvement which can only be achieved through practical, work based learning. I have been an apprentice at Ellis Bates since 2018 and I feel so proud to work for a company which puts the people at the heart of the business; both clients and staff."

- Bethany Irwin

FAQ's

Why should I do an apprenticeship?

This is a great way to start your career. It offers you a genuine job with training, allowing you to earn whilst you learn and gain a recognised professional qualification, without any tuition fees.

In your chosen field you will build valuable skills through on the job training. It is much more than just gaining a qualification, you are given the support to develop and demonstrate the knowledge, skills and behaviours.

Am I guaranteed a job at the end of the apprenticeship?

During your apprenticeship you will have regular catch up meetings with your Line Manager so you can discuss how you are progressing. Unlike many other apprentice schemes, we offer you a permanent role from day one.

What are the working hours?

Our normal working hours are 9am to 5pm, Monday to Friday. As an apprentice, we will ensure you are able to fulfil the requirement of 20% of your time to be spent developing skills and gaining knowledge required to do the job. You will also be given time to study for your exams.

How much do I earn?

The minimum wage for apprentices aged 16-18, (and for 19 year olds if in your first year) is currently £3.50 per hour. However, we pay a salary which is quite often over and above the minimum requirement, to reflect the quality of candidates we wish to attract.

What else do we offer?

On top of a great salary and the opportunity to earn whilst you learn, you will be allocated a sponsor to provide guidance, support and feedback. For support with learning you will work with our own Academy Manager and an, external training provider.

Are there any other company benefits?

Yes lots. We will provide you with a reward pack during your interview with all the details. We are sure to stand out from other employers.

How do I apply?

If you would like to apply, please submit your CV and a covering letter explaining why you would like to work in financial services and join the Ellis Bates Apprenticeship Programme.

You may then be invited to have a telephone interview with us, during which we'll spend a little time getting to know you better. If you are successful at this stage, we will ask you to come in for an interview where you will meet with one of our Managers who will ask you some competency based questions.

We will support you through the interview process. You'll be asked questions about a specific skill or competency, how you perhaps behave in certain circumstances, and you can refer to any voluntary work you've done or work experience. For example you might be asked how you maintain good working relationships with your colleagues, or how you plan and organise your workload.

ellis bates

FINANCIAL ADVISERS

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