

Apprenticeships -

Find out more and get started

Find out more about Apprenticeships and Careers

- Apprenticeships explained, case studies from employers and apprentices and general advice:
www.apprenticeships.gov.uk
- General information about jobs and getting a job, explore careers and job profiles:
www.nationalcareers.service.gov.uk
- Discover your skills and suggested careers:
www.nationalcareers.service.gov.uk/skills-assessment/ [skills-health-check/home](http://www.nationalcareers.service.gov.uk/skills-health-check/home)

Build your CV and Covering Letter

- Understanding a CV and helpful advice of what to include:
www.nationalcareers.service.gov.uk/get-a-job/cv-sections
- What a covering letter is, what it's used for and what should be included:
www.nationalcareers.service.gov.uk/get-a-job/covering-letter
- Ask one of our team members for a CV and Covering Letter template!

Finding and Applying for an Apprenticeship

- Search for active vacancies nationally, create an account and apply: www.gov.uk/apply-apprenticeship
- View current Yeovil College apprenticeship vacancies:
www.yeovil.ac.uk/apprenticeships/current-vacancies
- Contact employers directly – send your CV and Covering Letter enquiring about local apprenticeship opportunities.

Work Experience

- Where possible, it is a great idea to try and get some work experience in your chosen industry. It strengthens your CV and applications and is also a great way of checking that it is the right job for you!
- Unpaid work experience looks great on CVs and applications – it shows how motivated you are to achieve your goal and also shows employers that you are hardworking and prepared to go the extra mile!

For tailored apprenticeship advice and guidance with CVs, covering letters, applications and interview techniques, contact the team today!

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