



# introducing skills team

Established in 2006, Skills Team are a specialist training company with a passion for helping businesses to maximise potential through investment in people. As a government-approved apprenticeship training provider, we work with businesses of all sizes and complexities, from small business looking to invest in individual courses, to large enterprises implementing full scale workforce development plans.

## Our expert team is dedicated to:

Helping our clients understand and optimise the apprenticeship levy.

- ▶ Levy calculation
- ▶ Mapping existing training plans to apprenticeships
- ▶ Identifying apprenticeships to meet your business needs
- ▶ Managing your levy funds
- ▶ Skills gap analysis / SkillScan
- ▶ Upskilling your workforce with levy funding
- ▶ Using the Digital Apprenticeship Service account

Providing an end-to-end holistic management service for our client's apprenticeship schemes.

- ▶ Building a bespoke training scheme
- ▶ Identifying the most suitable employees for apprenticeships
- ▶ Administration of the Digital Apprenticeship Service
- ▶ Providing ongoing support and advice on apprenticeships
- ▶ Delivering training, both in classroom and online through our interactive learning platform
- ▶ Acting as a lead provider for apprenticeships
- ▶ Pricing your apprenticeship delivery
- ▶ Handling paperwork and compliance to guarantee you receive correct funding support
- ▶ Recruitment of apprentices, including sourcing, screening and interview support
- ▶ Providing ongoing support for learners with regular on-site visits from our team

Delivering quality Leadership & Management, IT and Business Services Apprenticeship Programmes, designed to upskill your workforce.

- ▶ Associate Project Manager
- ▶ Operations/Departmental Manager
- ▶ Other IT Programmes are available including: Digital Marketer, Infrastructure Technician, Network Engineer, Software Developer, Software Development Technician and Software Tester
- ▶ Team Leader / Supervisor
- ▶ Data Analyst