

# Apprenticeship Programme

## Frequently Asked Questions

### Why should I do an apprenticeship?

An apprenticeship is a great way to start your career because it offers a genuine job with training, allowing you to earn whilst you learn and gain a recognised professional qualification. Furthermore, if you choose an apprenticeship over university you won't be weighed down by tuition fees – instead of racking up debt you'll be earning money instead.

With an apprenticeship you build valuable skills through on-the-job training. And it's much more than just gaining a qualification. You are given the support to develop and demonstrate the knowledge, skills and behaviours of a well-rounded professional in your chosen field.

If you are a parent or teacher who would like to know more about apprenticeships, you may also want to take a look at the Government's [factsheet](#).

### Why should I do an apprenticeship at AJ Bell?

At AJ Bell we help people to invest – and for our apprentices that means investing in their personal growth, their careers and their future at AJ Bell. We offer the opportunity to build a career with one of the UK's fastest-growing digital investment platforms. At the same time you'll be learning on the job and working with some of the best people in the industry. We'll support you in your studies to gain a highly regarded professional/academic qualification (equivalent to a Foundation Degree or BSc depending on which programme you follow), and provide a comprehensive learning and development programme. You'll also have the support of a dedicated mentor. All of this whilst you earn a competitive salary too!

Other reasons to choose AJ Bell are our discretionary bonus scheme, the opportunity to buy and sell holidays, and our award-winning office - which features a free gym, and the chance to have roof-top drinks with your colleagues on pay day! We've also been named as one of The Sunday Times 100 Best Companies to Work For in the UK.

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

If you perform well during your apprenticeship you could be offered a permanent job with us. Whether we are able to offer you a full time role will also depend on the business's needs at the time.

### What do I wear?

We operate a smart/casual dress code which is based on having a smart appearance without the need to wear traditional office attire. But you can still wear traditional office dress if you prefer. Friday is 'dress down' day when you can wear more casual clothing, including jeans and trainers.

### What are the working hours?

Our normal working hours are 8.45am to 5.15pm, but as you progress towards your qualifications you will need to use some of your personal time to study.

### Where are AJ Bell's offices?

You will be based at our office at 4 Exchange Quay (EQ4) on Salford Quays. EQ4 is a fantastic, modern office with great facilities. These include a lounge, dining area, a roof-top terrace and a gym on the premises which is free of charge. In fact, our office has just been rated as the top office in Manchester, and it came fifth in a global ranking of places to work!

The closest Metrolink stop is Exchange Quay, which is a two minute walk from our office.

### How do I apply?

If you would like to apply for our Investment Operations Specialist apprenticeship or our Digital Degree apprenticeship starting in September 2019, please submit your CV and a covering letter explaining why you would like to work in financial services and why you would like to join the relevant AJ Bell apprenticeship programme. You will find our apprenticeship vacancies at [www.ajbell.co.uk/careers/vacancies](http://www.ajbell.co.uk/careers/vacancies).

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 attend one of our apprenticeship programme assessment days.