

A Day In The Life Of A Tyne North Training Apprentice



What is your first name?

Adam

What level of your apprenticeship are you on?

Level 3

Which company / organisation is your apprenticeship based?

Dyer Engineering Limited

tyne**north**
training

What did you do before you started your apprenticeship with Tyne North Training?

I attended sixth form for two years while working part time in the catering industry.

Tell us what your typical day on your apprenticeship programme with Tyne North Training is like...

I start my day by checking my emails, this is my first communication with dispatch who will notify me about stock requests. I then phone up dispatch to plan/estimate what is going to happen in terms of outgoing.

After this I will complete other admin tasks such as processing sales orders and printing Job cards. I also create advice notes for shipments. I am learning new skills every day and putting forward ideas to improve how I and my colleagues work. At times it can be quite stressful however my colleagues are always there to support me.

What made you opt for an apprenticeship? And what made you choose Tyne North Training?

I prefer to carry out practical tasks rather than full time study as I believe that gaining work experience at my age is essential to be able to compete in the market. Being a TNT apprentice allows me to study, learn and earn a wage at the same time, therefore I am able to enjoy my free time more outside of work.

What do you like about the role of Business Administration that made you want to pursue your apprenticeship with Tyne North Training?

Since learning through my business studies at GCSE level, I have developed an interest in the subject. The Business Administration Apprenticeship allows me to develop my practical skills as well as my knowledge and opens up a wide range of progression and career opportunities in the future whatever my chosen career path is.

A Day In The Life Of A Tyne North Training Apprentice



What is your first name?

Adam

What level of your apprenticeship are you on?

Level 3

Which company / organisation is your apprenticeship based?

Dyer Engineering Limited

What do you enjoy about your apprenticeship with Tyne North Training?

I enjoy being able to combine study with paid work, and being able to see how a business works. It also allows me to work with a diverse range of people with vast amounts of knowledge and experience that I can draw on and learn from.

What THREE skills would you say are essential for your role?

- Consistency
- Organisation skills
- Ability to work under pressure.

What would you say to someone who is considering applying for a Business Administration apprenticeship with Tyne North Training?

To be able to realise the benefits and future potential of the apprenticeship. It opens up multiple opportunities to learn about the different roles within business administration, such as finance, HR and marketing to enable them to decide on a preferred career path.

Every business relies on an administration department and developing organisational, communication and time management skills are desired by employers globally.