

# A Day In The Life Of A Tyne North Training Apprentice



*What is your first name?*

**Hafsa**

*What level of your apprenticeship are you on?*

**Level 3**

*Which company / organisation is your apprenticeship based?*

**Carney Consultancy**

tyne**north**  
training

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

Before I started my apprenticeship, I was in my final year of high school.

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

My daily roles consist of answering customer enquiries both via email and over the phone, our company also runs training courses, so another task of mine is to ensure they are comfortable and content with their service, I also assist the consultants in technical tasks regarding our clients. My colleagues are also extremely polite and friendly which creates a very comfortable work environment for me.

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

I chose to do an apprenticeship as I felt more comfortable with the idea of being in a work environment and beginning to gain experience as soon as I could, knowing that I could most likely gain a job afterwards, instead of sitting and learning in a classroom. I chose Tyne North Training because of their friendly approach and reputation as well as their level of professionalism.

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

One of my strongest qualities is my organisation and also my sociability, therefore I strongly believe that it is a role I could fulfil successfully.

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

I enjoy the challenge presented to me in the activities given, I always like to try new tasks, and my friendly work environment makes it all the more appealing.

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

- Organisation
- Strong Communication skills (both verbal and written)
- Positive Mindset

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

I would tell them that if they think that a Business Admin apprenticeship is the route they want to take then to certainly apply, however it should be entirely their choice to do so.

Tyne North Training has a very professional but friendly and approachable atmosphere, so if they are still unsure, meeting with one of the training officers to become more familiar with what the apprenticeship entails is a great option as they are very helpful, polite and friendly, this is one of the main reasons I chose to do my apprenticeship with Tyne North Training.