



National Apprenticeship Week



AMY INMAN

Name: Amy Inman

Current Position: HR Coordinator

Location/Site: px House, Stockton

Apprenticeship position: CIPD L5 Human Resource Management (Higher Apprenticeship)

Apprenticeship start date: August 2018

How did you find out about the apprenticeship?

Once I decided that I wanted to take part in an apprenticeship scheme, I did some desk research to find out which options were available. I also recommend going to open nights, speaking to industry professionals, and keeping an eye out for postings on job bulletins.

Why did you want to do an apprenticeship?

I wanted to improve my skills, knowledge and experience in HR Management. An apprenticeship was the perfect way to do so because it gave me the opportunity to take on extra hands-on responsibilities to cement everything I had learned. It is also a great step for my career progression. The apprenticeship not only gave me the necessary qualification, but it also gave me an opportunity to gain proven practical experience, as I was required to submit evidence of what I had learned.

What are your day to day role & job responsibilities?

I am the HR Coordinator for px Group. The role is varied and I have responsibilities in several aspects within the department including, general administration, recruitment and on-boarding of new candidates, training and development, process improvements as well as supporting the HR rest of the team in their roles.

What are you studying as part of your apprenticeship?

I am studying a Higher Apprenticeship in CIPD L5 Human Resource Management.

Has the apprenticeship helped you decide which type of role you would like to pursue in the future?

Yes, it gave me an invaluable opportunity to test out different aspects of the role and where my strengths lie. It's ultimately helped me figure out which parts of HR I particularly enjoy. While I was already in my role when I started this apprenticeship, I now have a really clear idea of how to both use and build upon my skill-set in the future.

What skills have you learned so far?

I have developed my understanding of Human Resources and the ways in which everything we do in the department supports the business and the people within it. In my position, I have the opportunity to learn and build on my knowledge of employment law, project management, interpreting information and metrics, report writing and the roles and responsibilities within the Human Resource Function.

What do you enjoy about working at px Group?

I enjoy working at px Group because I've had multiple opportunities to develop and I've been entrusted to put what I've learned into practice. It's exciting to be part of a growing organisation with strong leadership, because it's meant that we constantly get new projects to work on and be part of. Throughout my time here, I've always had a chance to get involved in different work experiences, which has led to so many opportunities to learn!

How do you see your future at px Group?

I see myself working at px Group for many years to come, it's a fantastic place to work. I enjoy my position, I'm constantly learning new things and I've had a lot of engaging opportunities that have helped me develop into a better HR Coordinator. I also have a really supportive team and set of managers that I definitely consider as my friends first and foremost, which helps make what I do even more enjoyable. Importantly, we are a fair, honest and hard-working company - all values that I share.

What advice would you give to others considering an apprenticeship?

If you are interested in a subject or vocation and it is offered as an apprenticeship - whether that be entry level or a higher apprenticeship you could take on, whilst already working in a role - I would recommend it as a great learning method. Apprenticeships focus on enabling you to put everything that you've learned into practice. Apprenticeships are also a fantastic way to gain proven experience of your capabilities, since the work you do throughout an apprenticeship must be signed off and assessed against apprenticeship standards.

With that being said, you also need to be committed and driven - there is a lot of effort that goes into completing an apprenticeship. Personally, I have two little ones to work around on the weekend, so it can be challenging to strike the right balance when doing assignments. Despite the challenges, this experience has hugely enhanced my sense of achievement and I wouldn't change a thing.