



## 6 Step Recruitment Procedure

### 1) OPEN EVENINGS & TASTER DAYS (November – February)

Come and learn more about the HETA Engineering Apprenticeship and take a tour of the workshop



### 2) ONLINE APPLICATION (Opens In Nov)

Minimum grade criteria is 4 A-C GCSEs (Actual predicted) including Maths, English and Science

### 3) Aptitude & Functional Skills Testing

Candidates come into the training centre to sit a multiple choice Mechanical & Spatial assessment and Functional Skills (Maths and English) assessment

### 4) Group IAG Presentation

An Information, Advice and Guidance session to inform applicants of the process to gain a sponsoring company. Further details of the apprenticeship are also given including trade choices



### 5) Formal Interview

A 1 to 1 interview with the Centre Manager to discuss candidates trainability and trade selection.

### 6) Company Open Day

An opportunity for the applicants to find out more about the client companies looking to recruit an apprentice and register their interest in vacancies. The companies then interview and select from this group.





## What You Need To Know

### How To Apply

Applications open on **17th November** and must be completed through [www.heta.co.uk](http://www.heta.co.uk)

You will need:

A valid email address - That you check regularly

Your Predicted or Actual GCSE grades

Any pre-booked holidays you have coming up

### Open Evenings

We are having a series of Open Evenings where you can come and find out more about the HETA Apprenticeship and have a tour of the workshop.

**Scunthorpe** – 18<sup>th</sup> November, 16<sup>th</sup> December, 13<sup>th</sup> January, 17<sup>th</sup> February

4.30pm and 6.30pm – to register please e mail [scunthorpeadmin@heta.co.uk](mailto:scunthorpeadmin@heta.co.uk)

**Hull** – 19<sup>th</sup> November, 17<sup>th</sup> December, 14<sup>th</sup> January, 18<sup>th</sup> February

4.30pm and 6.30pm – to register please e mail [hulladmin@heta.co.uk](mailto:hulladmin@heta.co.uk)

**CATCH (Stallingborough)** – 20<sup>th</sup> November, 18<sup>th</sup> December, 15<sup>th</sup> January, 19<sup>th</sup> February

4.30pm and 6.30pm – to register please e mail [grimsbyadmin@heta.co.uk](mailto:grimsbyadmin@heta.co.uk)

**For Information about the HETA apprenticeship programme or to get the latest dates for our Taster Days please visit [www.heta.co.uk](http://www.heta.co.uk)**