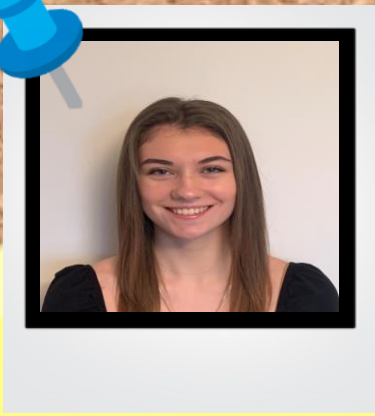




## **Business Administrator L3**



### **Name, age, what Apprenticeship are you doing, level, and for how long?**

My name is Mia and I am 19 years old. I am currently doing the Business Administrator L3 Apprenticeship, which will take between 15-18 months to fully complete.

### **Why did you choose that specific Apprenticeship?**

I chose this specific apprenticeship because I thought it was the perfect next step for me after college/sixth form as I wanted not only to get a qualification but to gain real work experience. I knew that undertaking an apprenticeship alongside a full-time job could be challenging at times, but I felt that the Business and Administration Apprenticeship was perfect for providing me with apprenticeship/work balance I was looking for. I wanted to work in the NHS and this links nicely with my job role, so I know that anything new I learn whilst working, I can use within my Apprenticeship.

### **Was there any decision between the Apprenticeship route, and any other, E.G., university etc.**

Yes. Initially, I was unsure whether to go down the University route or the Apprenticeship route, I was lucky to be offered an unconditional offer at University, however after Covid-19 put the UK in a national lockdown back in March 2020 it gave me the opportunity to really think about what I wanted to do, and it made me realise that University was not the right choice for me at that time. I realised that I wanted both, education, and work experience so a full-time job with an apprenticeship seemed like the best option for me. I'm happy to say it gives exactly that, I get a real-life work experience, I'm learning new things every day and it also means that I will gain a qualification at the end of it as well.

### **What has been your proudest achievement on your Apprenticeship to date?**

I think my proudest achievement has been in the last month. Some of my colleagues have been redeployed which has meant I have taken on more responsibility. Even though I am still learning new skills, I have stepped up to the challenge of more responsibility, I continue to make good progress with my apprenticeship, whilst contributing and supporting the unprecedented demand on Frimley Health.

### **What has work been like since COVID-19 outbreak, and how has your work changed because of it?**

The biggest change has been working from home. At first, I thought I would feel isolated as I enjoy working in a team environment, however with regular teams catchup meetings this has not proved to be the case. Our workload has increased as some of our team have been deployed, however I've learnt that I can work under pressure and really enjoy the additional challenges.

### **How do you see your Apprenticeship helping you to build your career for the future?**

I think it will help me build my career in many ways. I feel employers appreciate that with an apprenticeship you work **and** learn and therefore have many additional skills and experience in the workplace that potentially would not be seen from university students. My apprenticeship has allowed me to learn about other areas of the Trust and has made me think about potentially what I would like to do career wise after this.

### **What would your advice be to anyone thinking about doing an Apprenticeship?**

My advice would be to go for it. There are so many benefits that come out of an apprenticeship, and it's not just about the qualification. An apprenticeship gives you the opportunity to learn about other areas of the business, and can often help you distinguish what direction you would like to push your career in.