



## TRAINING SOLUTIONS

We have been delivering business and professional training solutions across Greater Manchester for over 20 years.

We work in conjunction with our employer partners to determine the training solutions that will best meet the current and future needs of their organisation.

Partners will often choose a combination of discipline specific training and wider business training so that they can benefit from a one-stop-shop training package.

### WAYS WE CAN SUPPORT YOU

We offer apprenticeship training as well as entry through to higher level and professionally accredited qualifications. All of our courses are delivered by tutors with current industry experience and our specialisms include:

- Procurement & Supply (CIPS)
- Human Resources (CIPD)
- Accountancy (AAT)
- Leadership & Management
- Business Administration
- Customer Service

### BUSINESS & PROFESSIONAL APPRENTICESHIPS

Customer Service Practitioner Level 2

Customer service Specialist Level 3

Business Administrator Level 3

Procurement and Supply Assistant Level 3

Accounts/Finance Assistant Level 2

Assistant Accountant Level 3

Professional Accounting Taxation Technician Level 4

HR Consultant/Partner Level 5

HR Support Level 3

Assessor Coach Level 4

Learning Mentor Level 3

Learning and Skills Teacher Level 5

Public Service Operational Delivery Officer Level 3

Team Leader/Supervisor Level 3

Operational Departmental Manager Level 5

CIPS, Level 4

### PROFESSIONAL QUALIFICATIONS

CIPS, Levels 3 - 6

CIPD, Level 3 & 5

AAT, Levels 2 - 4

CMI level 3-5

*“ Here at STAR Procurement we work hard to retain our team, provide opportunities for learning and development and continue to be the ‘Employer of Choice’. We have had great success with our apprenticeships, with all of our apprentices completing their studies and vocational training and having multiple internal promotions enabling them to remain with us as skilled professional employees. Trafford College provide great advice and support, and ensure the qualifications are completed in a timely and organised manner, enabling us to focus on on-the-job learning.”*

Nichola Cooke MCIPS Assistant Director

### EMPLOYERS WE WORK WITH

