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Apprenticeships Case Study

Employer - Helen Bower

ADDER Bookkeeping Ltd

Apprentice:

Giles Williams –
Level 2 Bookkeeping/accountancy



Brief company history:

ADDER Bookkeeping was established in Pershore a year ago. Helen had been working on her own as a bookkeeper for 12 years before deciding to expand her business. She now has three members of staff - herself, Lisa and Giles.



1. Why did you decide to employ an apprentice?

Apprentices haven't got any pre-conceived ideas, so you can train them from the ground up to your level of standards and values. I was expecting my apprentice to be very enthusiastic and up-to-date with IT, which has been the case with Giles. Aside from the benefits to the business itself, I think it's nice to give a young person the chance to take the first step in their career when they haven't got any experience.

2. What benefits has Giles brought to your business?

My apprentice is enthusiastic, he's brought new eyes to bookkeeping, which is a very old tradition. Technologically, bookkeeping is changing dramatically and some people who have done bookkeeping for years are very entrenched in doing things the old fashioned way – Giles, being new to the profession, is very keen to learn new ways of doing things.

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Apprenticeships Case Study (continued)

3. Where does Giles fit into your company's future plans?

I think we've got the potential to expand and develop into an accounting practice. I know Giles is very keen to become an accountant and his bookkeeping qualification could, perhaps, lead onto that. I want to keep Giles, he has been here from the beginning and will know everything about the business – he has the opportunity for good career progression here.

4. How many apprentices have you taken on? Would you consider taking on more in the future?

Giles is my first apprentice as I have only just started to expand my business, but I would certainly consider taking on more apprentices in the future.

5. What advice would you give to businesses thinking of employing an apprentice?

I think it's irrelevant whether your employees are 16 or 36. I would never see being young and inexperienced as a disadvantage. Apprentices are full of energy and that's a very valuable thing to have in an employee.

