

Apprenticeships

Find your inner Superhero

Trade Supplier - Level 2



Programme Overview

A Trade Supplier will typically operate a small warehouse and trade counter, which is visited regularly by trade customers.

The Trade Supplier will gain technical knowledge about what the trade professionals are buying in a variety of sectors— such as electrical, plumbing, joinery and general building suppliers. They will be dealing with customer sales at the trade counter and over the telephone, and will understand incoming deliveries, stock control and despatch.

Trade suppliers will be familiar with processing customer orders and taking delivery of goods and the basic administration related to these functions. A key element of their role will be to have technical knowledge of the products and services offered, together with the bespoke systems and equipment used in the business.

Modules Include:

- The Organisation
- The Specialist Trade Customer Profile of the Business
- Trade Counter and Telesales Services
- The Key Principles of Warehousing and Stock Control
- The Technologies that are appropriate to the Role
- Legislative responsibilities relating to the business, products and /or services being sold
- How personal responsibilities and performance contribute to the success of the team



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Key Information

Qualification	Level 2 Trade Supplier Apprenticeship - equivalent to GCSEs
Duration	This qualification typically takes 12-18 months
Entry Requirements	<p>The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grades 4-7.</p> <p>Apprentices without Maths and English will be required to complete Functional Skills at level 2 prior to taking the end point assessment.</p>
Role Suitability	The Trade Supplier Apprenticeship is great for individuals entering or working in a trade business environment. This may include sales, purchasing, account management, and logistics.
Key Responsibilities	Ensuring an efficient flow of goods and services between manufacturers and their skilled trade customer base.
Delivery	Blended approach of remote and face to face visits.
Assessment	<p>For this qualification the EPA consists of the following:</p> <ul style="list-style-type: none"> • 1-hour Knowledge Test (a mix of questions—multiple choice and short answer structured questions) • A real-Life practical observation (this will take place in your place of work and will last for 3 hours) • 1-hour Professional Discussion with the awarding body assessor
Progression	This apprenticeship provides an ideal route into specialised, supervisory and management roles and qualifications within a trade business.
Benefits	<ul style="list-style-type: none"> • Stepping stone to a career in retail trade • Knowledge Builder - helps understanding the knowledge and skills required to work successfully within Trade Supply • Earn as you learn • Government Recognised Qualification



Northern Training Academy are committed to ensuring employers and apprentices have everything they need before the programme begins.

Apprenticeship Support Team

Our dedicated support team provide monthly status updates for learners and line managers to highlight progression and engagement, with additional meeting support where necessary.

Learning and Development Coaches

An industry experienced and professional coach who will guide Apprentices through the programme.

With monthly visits, one- to-one calls, workshops and our e-portfolio delivery will ensure that Apprentices are meeting learning targets and professional development outcomes.

Programme Support:



Induction Support:

- On boarding and start of learner journey



On Programme Support:

- Regular 1-to-1 Progress Reviews
- Tuition from industry expert coach
- Learner Support and Engagement
- L2 Maths and English Support where required



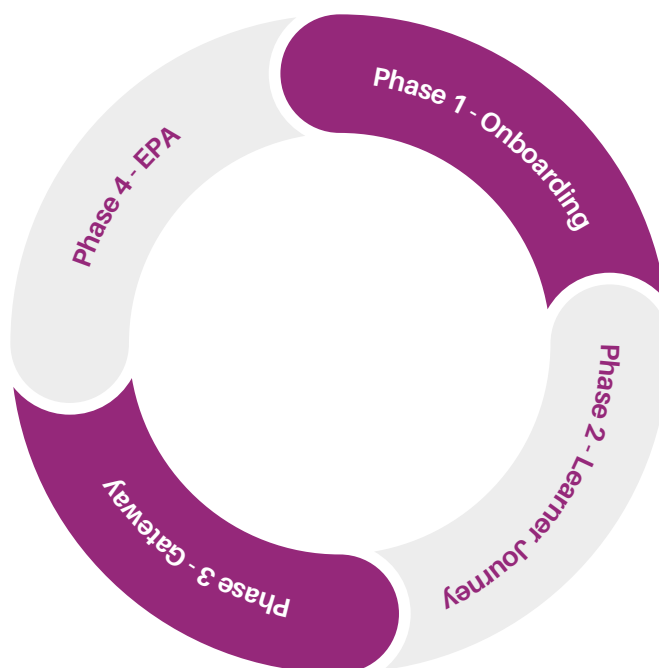
End Point Assessment Support:

- Gateway Review
- EPA Booking
- EPA Support





Programme Outline:



Off the Job Training:

- Planned tasks and research
- Further reading
- Session attendance
- Online learning
- Industry training and events



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