

**Please note:** We don't offer every apprenticeship every year. We encourage you to keep an eye on our **website** and follow us on social media to stay updated on the latest vacancies.

# BUSINESS COMPLIANCE APPRENTICESHIP

*"At Ricoh, we empower individuals to find Fulfillment through Work by understanding and transforming how people work so we can unleash their potential and creativity to realise a sustainable future"*



## ADDITIONAL INFORMATION:



### Working Hours

8:15am - 5:00pm  
(Monday to Thursday)  
8:15am -12:15pm (Friday)



### Accreditation

Investors in People  
'Gold' status employer.



### Salary

Starting salary of £14,527 per annum with potential to grow as you gain more experience.



### OTHER

Paid holiday entitlement & excellent workplace benefits.

## WHY RICOH?

An apprenticeship with Ricoh is a fantastic opportunity to gain practical, industry experience and achieve qualifications relevant to your chosen career path - all whilst earning a wage! As an apprentice, you will develop your skills by working within a number of our key business areas specific to your programme and be supported by a designated mentor.

## DURATION

Our Business Compliance apprenticeship is a 4 year programme.

## THE ROLE

This programme will allow you to work alongside our Business Performance, QA & Compliance department. You will develop auditing skills, and will learn how to conduct Quality, Environment, Health & Safety, Information Security and the Responsible Business Alliance (RBA) audits, and support in presenting findings to departmental managers.

## QUALIFICATION

Over the course of your apprenticeship you will work towards achieving your Level 6 Chartered Manager Degree Apprenticeship and get your BSc (Hons) in Professional Management. You will attend university on a block-release basis and receive additional workplace training relevant to your programme.

## ENTRY REQUIREMENTS



Applicants should have achieved / be predicted to achieve 3 A Levels (or equivalent) at Grade C and above, ideally including Business. You will also have achieved 5 GCSE's at A\* - C (or 4-9) including Maths & English.

