RICOH
imagine. change.

COMMERCIAL 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"

Ricoh UK Products Ltd.

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.

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 Commercial apprenticeship is a 3 year programme.

THE ROLE

Throughout the apprenticeship, you will develop key skills in business administration, IT, finance, planning / procurement, data analysis and project management. As an apprentice you will work in a number of our key business areas, with a view of specialising in one of these areas in the final year of your programme.

QUALIFICATION

Over the course of your apprenticeship you will work towards achieving your Level 3 in Business Administration and HNC Level 4 in Business Studies. You will be required to attend your study on a block release basis with the remainder of time spent at Ricoh to complete on-the-job training and develop workplace skills.

ENTRY REQUIREMENTS

Applicants should have achieved / be predicted to achieve 2 A Levels (or equivalent) at A*-C, and must have achieved 5 GCSE's at A* - C (or 4 - 9) including English, Maths and IT.

ukproducts.ricoh.com/careers

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