



Modern Apprenticeship Programme 2021

NHS Grampian is now recruiting the following position...

Modern Apprentice
Business Administration (Band 2)

Are you enthusiastic and interested in making a contribution to healthcare within Grampian?

If so, we are currently looking to recruit the following position to work within our **Facilities Learning & Development Team**.

- **Modern Apprentice – Business Administration**
Band 2 - (£19,609 - £21,615)
37.5 hours per week
18 month training contract

Applicants must possess the following qualifications at the time of application:

A minimum of 5 National 5 Grades (or equivalent) at A or B in Maths, English and 3 other subjects of your choice.

It is hoped that the successful candidate will be able to commence employment in **February 2022** and will be based within the **Facilities Learning & Development Team** at Dr Gray's Hospital, Elgin during your 18 month Modern Apprenticeship.

As part of the 18 month training programme, which will be coordinated by an appropriate training provider, the successful applicant will be required to complete the **Business Administration Qualification (SCQF Level 6)** and a work-based evidence portfolio in addition to other personal development activities associated with the post.

For informal discussions contact:
Fiona Kelly, Employability Officer
01343 567265 / 01343 567307

Application closing date:
Friday 17th December 2021

Interview date:
Friday 7th January 2022

In line with the Skills Development Scotland '**Developing the Young Workforce: Scotland's Youth Employment Strategy**' - this post is open to 16-24 year olds only.

To obtain an application pack please email: gram.apprenticeships@nhs.scot

