

# BUSINESS STUDIES

## WE'VE GOT THE APPRENTICESHIP FOR YOU!



- **PROJECT MANAGERS**  
take the lead on particular projects and run them smoothly and successfully.



- **BUSINESS ADMINISTRATORS**  
manage the day-to-day operations of a business and organise people and resources



- **SCHOOL BUSINESS PROFESSIONALS**  
administer and manage school financial, site and support services by providing support to leadership teams and implementing their business decisions.



- **TEAM LEADERS**  
support, manage and develop team members, manage projects, plan and monitor workloads and resources, resolve problems and build relationships.



- **HUMAN RESOURCES (HR) ASSISTANTS**  
handle day to day queries and provide HR advice; working on a range of HR processes including recruitment through to retirement.

**MORE INFO**

There are many other apprenticeships you might be interested in:

*Business Adviser, Chartered Accountant, Data Analyst / Data Scientist, Supply Chain Manager, Forensic Accountant, Sustainability Business Specialist, Insurance Underwriter and many more!*