

# LUNCH AND LEARN

## APPRENTICESHIP CAREERS IN PRINT



*“Creating the workforce for the future is what I am passionate about. The spectrum of print and manufacturing is changing at such a rapid rate, my role is to keep BPIF Training at the Forefront of the changes”*

**Karly Lattimore**  
Managing Director – BPIF Training

- Part of the British Printing Industries Federation – Grade 2 Ofsted provider
- On the Register of Apprenticeship Training Providers
- Hold Matrix accreditation



# Our Aim

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- To ensure the print and graphics communication industry has access to the skills training required to support all roles within the print industry
- To support apprentice employers in accessing funding required to train their staff
- Provide training solutions that are affordable and flexible whether businesses are looking to develop new talent or upskill existing staff

# What is print?



## THE BIGGEST INDUSTRY YOU'VE NEVER HEARD OF

UK Print Industry is the 5<sup>th</sup> largest print producer in the world  
behind the USA, China, Japan and Germany  
£14,000,000,000 turnover per annum  
Employers over 112,000 staff across the UK with a combined  
wage bill of £3.3 billion

# Careers in Print (Pre-Press)

Working in Pre-press you will create digital artwork for print, handle digital files and work with digital images at various stages including

- Preparation of designs
- Preparation of copy for setting
- Text setting and proofing
- Reading and correcting
- Page make-up
- Illustrations
- Imposition
- Image carriers



# Careers in Print (Press)

Once the pre-press operator have created the product, the printer needs to print it.

This could be onto various materials including paper, board, textiles, plastic film, metallic foils, glass or mirrors.

- Lithographic
- Gravure
- Flexographic
- Screen
- Digital



# Careers in Print (Press)

<u>Print Process</u>	<u>What This Means</u>	<u>Typical Uses</u>
Flexographic Printing	Relief image using ink release from cells in 'anilox' roller to transfer ink to plate to substrate	Food packaging, labels, wall coverings, newspapers
Gravure Printing (intaglio process)	Transferring ink from an engraved cylinder to a substrate	Magazines, packaging, security printing, catalogues, cigarette papers Long runs and repeat work
Screen Printing (Stencil Process)	Transfer ink by pushing through a photographed mesh onto the substrate	Non standard shapes, clothing, large format rigid displays, signage Anything requiring a very thick ink film
Lithographic Printing (planographic process)	Uses the chemical reaction of ink and water to transfer image from printing plate onto substrate	Magazines, brochures, leaflets, packaging, stationary, point of sale, business cards, aerosol and drinks cans Virtually anything
Digital printing	Uses electronic data from a computer system and outputs it direct to reproduction system which can range from simple desktop printers to large directly imaged printing presses	Personalised printing, leaflets, business cards, banners, car wraps, labels Short run work
Pad or Tempo	Uses a metal or plastic photo engraved plate (called a cliché) to transfer the image to an intermediate silicone rubber and onto the substrate, with the ink supplied to the plate after each impression and is used primarily to print on irregular shaped substrate surfaces, e.g. basketballs, masking tape	Souvenirs, golf balls, footballs, mugs, satellite dishes Irregular shaped objects

# Careers in Print (Press)

Once the materials have been printed, they need converting into the final product - you could be operating a computerised guillotine cutting work to size, a folding machine folding paper into sections or creating hard back books.

## Operations include:

- Cutting
- Folding
- Perfect binding
- Saddle stitching
- Sewing
- Wiro or combo binding
- Collating
- Laminating or encapsulation
- Decoration e.g. gold blocking
- Hole punching or drilling
- Slitting
- Cutting and creasing
- Numbering

# Careers in Print: Signage Technician

Responsible for the design, manufacture, fabrication and installation of signage.

- Design and Layout
- Printing
- Lamination
- Cutting and Trimming
- Mounting
- Finishing
- Installation



- **Lean Manufacturing:** Carrying out manufacturing activities on multiple products with different specifications consecutively
- **Process Leader:** Directing production activities and operation
- **Customer Service:** Providing customer service products and services for businesses and other organisations including face-to-face, telephone, digital and written contact and communications.
- **Business Administrator:** Supporting and engaging with different parts of the organisation and interact with internal or external customers.
- **Marketing Executive:** help shape, support and deliver marketing plans, working in conjunction with the Marketing Manager who will define the overall marketing strategy
- **Accounts and finance:** Maintaining an efficient and accurate finance function within a business.

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## Team Leader / Supervisor:

A first line management role, with operational/project responsibilities or responsibility for managing a team to deliver a clearly defined outcome. They provide direction, instructions and guidance to ensure the achievement of set goals.

## Operations / Department Manager

someone who manages teams and/or projects, and achieving operational or departmental goals and objectives, as part of the delivery of the organisations strategy. They are accountable to a more senior manager or business owner.

## Senior Leader

Someone involved in setting, managing and monitoring achievement of core objectives that are aligned to the overall strategic objectives of their organisation's Board (or equivalent).

# Why an apprenticeship

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- **Earn while you learn:** compared to a typical degree with fees of up to £9,250 per year, an apprenticeship is free to undertake, with the added value of a salary.
  - Average entry level apprenticeship salary of £16,010 per annum rising to £32,980 for more experienced workers.
- **Practical and relevant work experience:** The majority of your time will be spent in the workplace, with one or two days per week or month spent in training. For most apprenticeships, this training takes within the workplace itself.
- **Learn from those in the know:** You will have access to great support when you train – this will be from working alongside experienced people in your workplace and also from specialist trainers from your apprenticeship training provider who are there to help you gain the skills and knowledge you need to succeed.
- **Boosted Career Prospects:** you'll gain invaluable experience, and develop the key skills that employers within that industry really want.
- **Learn Transferable Skills:** as apprentices do real jobs in real work environments, you gain the softer skills that will help you throughout your career and make you more confident such as team working, effective communication and problem solving.
- **Enjoy what you do:** as with many workplaces you get to meet different people and make new friends.

# Apprenticeship Benefits

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- **NUS Apprenticeship Extra Card:** The NUS Apprentice extra card is the only discount card for apprentices and be used at hundreds of high street and online brands. Helping your hard-earned cash stretch a little further.
- **Council Tax Reductions:** If you're on an apprenticeship programme and are earning £195 a week or less for the duration, you may not be counted as an adult for Council Tax and be eligible for discounts
- **Travel Discounts:**
  - National Railcards
  - Apprenticeship Oyster Cards

- **Access to a motivated and skilled workforce:** Apprentices bring fresh ideas and enthusiasm to the workplace and acquire new skills while on the job.
- **Increased productivity and competitiveness:** Apprenticeships provide an opportunity to train employees in specific, in-demand skills and improve overall productivity.
- **Cost savings:** Hiring an apprentice can be cost-effective compared to recruiting and training a fully-qualified employee.
- **Fostering a positive company culture:** Apprenticeships can promote a culture of learning and development, helping to engage and retain employees.
- **Meeting skills shortages:** Apprenticeships can help address skills gaps within an organisation and support the development of a highly skilled workforce.

# Hobbs the Printers



# About Hobbs the Printers

- A family organisation based in Southampton, trading since 1884
- Current Managing Director, David Hobbs, is the 5<sup>th</sup> generation to run the company
- We have a long history of supporting Apprentices
- More than 1/4 of our staff have been with the company for more than 25 years, many started as Apprentices and worked their way up into senior roles
- Examples are our Deputy MD, Sales Director, Manufacturing Manager, Customer Services Manager, Team Leaders and Software Developers plus more
- Several staff go through technical or management apprenticeships each year
- Preferred training services from the BPIF who we have always worked closely with



# Quote from Deputy MD

*“Apprenticeships are at the core of the way this business invests in and develops Technical skills for the future. It has been this way for generations, and this has stood the test of time.*

*The partnership with the BPIF is an essential part of that process and we have subsequently also invested in Management Apprenticeships through the BPIF.*

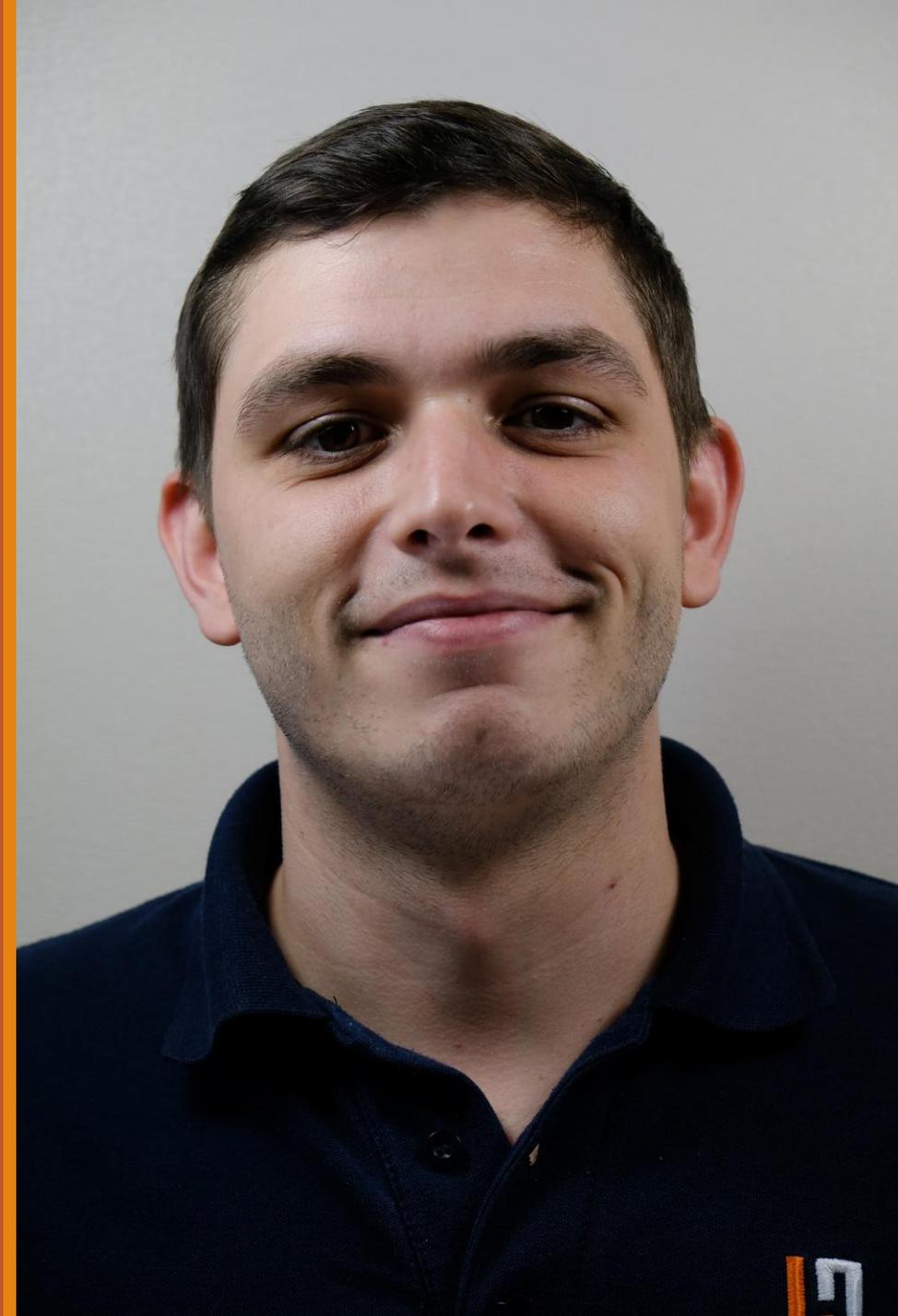
*The ongoing development of our staff is a major part of our strategy for building the skills, knowledge and understanding that we will need in the future - Apprenticeships play a huge part in that process.”*

*Graham Bromley*



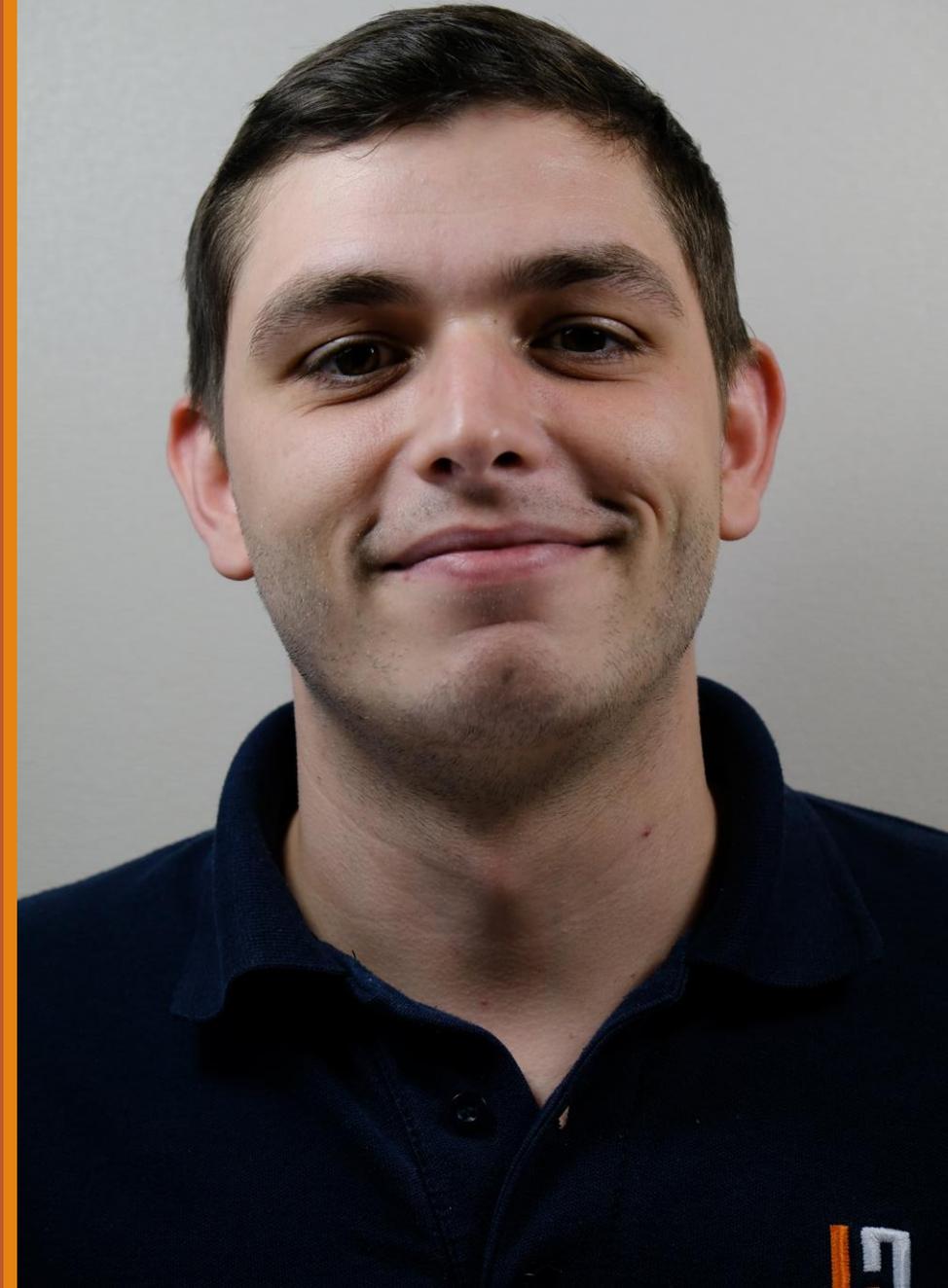
# Case Study – Lewis Gill

- Joined Hobbs in 2013
- Did an apprenticeship in Level 3 Digital Pre-Press for Print – Digital Printing
- After competition Lewis went straight into our Digital Department
- He is now running one of the newest and most important print technologies in the business



# Case Study – Lewis Gill

- Benefits of undertaking an apprenticeship?
- *“Gaining industry recognised qualifications, structured learning and get paid whilst you learn”.*
- Key knowledge, skills, and behaviours you have developed since starting your apprenticeship?
- *“Confidence, I can learn quickly and apply good working practices to any task.”*
- Most enjoyable part of your apprenticeships?
- *“Progression, becoming a valuable asset and personal growth through maintaining and growing relationships with colleagues.”*





## Case Study – Amy Masters

- Joined Hobbs in 2018 as an assistant in our Confidential Despatch department
- She moved into a team leader position in 2022
- Just started an apprenticeship in Level 3 Team Leader / Supervisor and is already able to apply what she is learning in her role
- These skills are for life, not specific to the print industry



## Case Study – Amy Masters

- Benefits of undertaking an apprenticeship?
- *“It is a blend of theory and practical, so I am able to apply what I learn day to day in my role, and in the future in any industry.”*
- Key knowledge, skills, and behaviours you have developed since starting your apprenticeship?
- *“Having reflected on the strengths and characteristics of the team, and myself, I was able to empower members of the team to take ownership for their areas of responsibility.”*
- Most enjoyable part of your apprenticeships?
- *“When learning I am thinking about how I can apply that knowledge or theory on a day-to-day basis in my role, this adds a new dimension to how I manage the team.”*

Any Questions?



# BPIF Apprenticeships

<u>Apprenticeship</u>	<u>Level</u>	<u>Vocation</u>	<u>Typical Duration</u>	<u>Roles</u>	<u>Progression Routes</u>
Print Operative	2	Engineering and Manufacturing	24 months	Pre-press operative, press operative, post-press operative	Print Technician
Print Technician	3	Engineering and Manufacturing	36 months	Pre-press technician, press technician, post-press technician	Process Leader
Signage Technician	3	Engineering and Manufacturing	24 months	Graphic sign maker, graphics installer, large format printer, sign designer, sign maker, sign installation technician, wide format printer, letter maker	Process Leader
Lean Manufacturing Operative	2	Engineering and Manufacturing	12 months	Production operative, assembly operative, inspection/quality assurance operative, logistics operative, material handling operative	Print Technician
Process Leader	4	Engineering and Manufacturing	24 months	Process lead manager, production manager, process leader, production led, section lead	Operations/Department Manager

# BPIF Apprenticeships

Apprenticeship	Level	Vocation	Typical Duration	Roles	Progression Routes
Customer Service Practitioner	2	Sales, Marketing & Procurement	12 months	Customer service advisor, telesales assistant, customer service representative	Customer Service Specialist
Customer Service Specialist	3	Sale, Marketing & Procurement	15 months	Customer service lead, customer service team leader, sales lead	Team Leader/Supervisor, Sales Executive
Sales Executive	4	Sales, Marketing & Procurement	18 months	Sales consultant, sales specialist, sales advisor, business development executive, field sales executive	Operations /Department Manager
Business Administrator	3	Business and Administration	18 months	Administrator, account technician, auditor, book keeper, data entry clerk, finance assistant	Operations / Department Manager
Team Leader / Supervisor	3	Business and Administration	12 months	Supervisor, team leader, project officer, shift supervisor, shift manager	Operations/Department Manager
Operations / Department manager	5	Business and Administration	30 months	Operations manager, regional manager, divisional manager, department manager, specialist manager	Senior Leader
Supply Chain Practitioner	3	Transport and Logistics	24 months	Procurement, forecasting, planning manufacture, customer service, logistics	Operations / Department Manager

# Why BPIF Training

- Clearer idea of employment opportunities
- Clearer goals and ambitions
- Improved job satisfaction
- Gained a promotion
- Given a pay rise
- Understand business more
- Develop new skills
- Become more independent
- Able to communicate better with colleagues and managers

“Machine knowledge and understanding, sequential numbering, digital manipulation of photographs, CTP work, hot foil embossing and a number of ancillary work”

“Models and theories have given me a good foundation to build upon my own style of leadership and management”

# Hear from our Apprentices

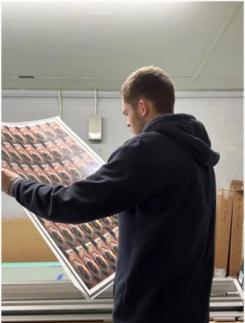
CASE STUDIES    EVENTS    NEWS & UPDATES



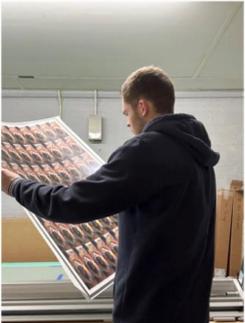
**OLIVER BIGG – DELGA PART OF THE MELIORA GROUP**  
February 2, 2023  
Name: Oliver Bigg Apprenticeship programme: Level 3 litho printer  
Employer: Delga part of the Meliora group Training Coordinator: John Campey What stage are...



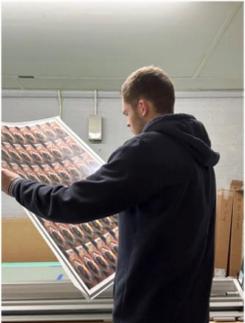
**BPIF TRAINING APPRENTICE CASE STUDY**  
SAM SHARP  
**SAM SHARP – ALEXIR PACKAGING**  
Name: Sam Sharp Apprenticeship programme: Pre Press  
Employer: Alexir Packaging Training Coordinator: John Campey  
What stage are you at in your apprenticeship journey? L...



**BPIF TRAINING APPRENTICE CASE STUDY**  
HARRIET FULLER  
**HARRIET FULLER**  
Name: Harriet Fuller Apprenticeship programme: Level 3 – Print technician  
Employer: University of the West of England and Bristol Training Coordinator: Steve Power



**BPIF TRAINING APPRENTICE CASE STUDY**  
SOPHIE GEORGE  
Name: Dan Cunningham Apprenticeship programme: Level 3 – Print technician  
Employer: GPI Bardon Training Coordinator: Matt Child



**BPIF TRAINING APPRENTICE CASE STUDY**  
JESSICA CHEETHAM  
**JESSICA CHEETHAM – MM GROUP**  
Name: Jessica Cheetham Apprenticeship programme: Level 3 – Technical pre-press  
Employer: MM Group (formerly Essentra Packaging) Training Coordinator: Anthony McRoberts  
What stage are you at...

# Celebrating Success



# BPIF Training - Prospectus

- Apprenticeship
- National Vocational Qualifications
- Personal Development Awards
- Workshops
  - Intro to print
  - Intro to lean
  - Intro to Customer Service
  - Intro to Team Leading
  - Finance for Non-Finance Managers
  - Negotiation and Persuasion

Download at [bpif.training/prospectus](https://bpif.training/prospectus)



# Questions

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# Get in Touch

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