

## **We are growing!**

In 2021, we have seen more internal promotions than ever before and 2022 is looking just as exciting for us. With this in mind, we are looking for enthusiastic and ambitious people to join our fantastic sales team based in Sheffield.

As an organisation who are the largest provider of the Teaching Apprenticeship Programme, we are passionate about the service we provide to our schools and our trainees. The result of your hard work means that there is another qualified teacher in the profession supporting and guiding the lives of young people throughout the country. This really is a role that will not only reward you financially but also provide a service that has a positive impact throughout communities.

As an **ITT Administrator** you will be responsible for supporting the journey of our trainees right the way through their teacher training journey. The role is varied and interesting. You will certainly learn all there is to know! Due to the nature of our business, we are heavily regulated by Ofsted and the Department for Education, therefore high levels of compliance and attention to detail are critical skills for this role.

To support the wellbeing of our team, we operate a hybrid working pattern. 3 days in the office and 2 days working from home. Laptop and mobile phone will be provided as will full training and the support of a fantastic team.

A basic salary of £20,000 to £23,000 plus a generous holiday allowance AND your birthday off!

**If you would like to express your interest, please forward your CV details to [jane@e-qualitas.co.uk](mailto:jane@e-qualitas.co.uk)**