“Our team of employees are the foundation to our business, our future success relies upon you.”
To achieve this vision we will strive to continually improve our performance in relation to our 5 key areas:

HEALTH, SAFETY, ENVIRONMENTAL & QUALITY (HSEQ)
At every level, individual and collective, we aim to make Health, Safety, Environmental and Quality responsibility, central to everything we do - in our offices, on our sites, and in all our contacts with fellow workers, contractors or members of the public. Committing to HSEQ is not just an option, it’s the way we want to do business and we all need to make sure we keep on getting better and better in every way.

OUR PEOPLE
Our team of employees is the foundation to our business and our future success relies upon them. A safe and healthy environment in which our people can develop their skills and knowledge is fundamental.

CUSTOMER SERVICE
We aim to deliver our customers’ expectations by creating well designed homes in desirable locations. Our customers are at the core of our business and we look to continually improve the experience throughout the process.

PLACEMAKING
From inception to delivery, Scotia will look to create better places in order that our customers and stakeholders can enjoy the benefits for generations to come.

FINANCIAL RESPONSIBILITY
We are cost aware and carefully manage our costs. We manage financial risk systematically and communicate our financial performance in a clear, concise manner.

Our vision is to create desirable neighbourhoods and be regarded as the developer of choice by our customers, employees, and other key stakeholders.
SCHOOL LEAVER

WHAT ARE MY OPTIONS

LEAVE SCHOOL

APPRENTICESHIP

LEARN

EARN

EXPERIENCE

QUALIFY

UNIVERSITY

LEARN

LEARN

LEARN

TIMELINE: 4 YEARS

TYPICAL APPRENTICE EARNINGS OVER 4 YEARS

£51,000+

AVERAGE STUDENT DEBT AFTER GRADUATION 1#

£34,000+

STARTING SALARY

Average Tradesman:

£30,000

Potential typical earnings per year for a tradesman:

£40,000+

STARTING SALARY

Average Graduate:

£30,000 2#

Potential typical earnings per year for a lawyer, accountant or architect:

£40,000+

1# STATISTA.com research 2018
2# The UK Graduate Market 2019 by High Fliers Research
What are the benefits of an apprenticeship?

Apprenticeships provide the best of both worlds and offer high quality, work-based training programmes and are a fantastic way to launch into a career when you have finished school. They are also a great route for those already in employment to develop or change their future prospects and career.

> **Earn while you learn**

An apprenticeship is a lot different to being at school. Even though you are learning, you will be working too. As an apprentice, you will be employed and working on one of our sites earning a weekly wage, while putting into practice the skills you are learning.

> **What will I be doing as an apprentice?**

Most apprenticeships last for up to four years in the construction industry. You will have an appointed mentor and will work on our sites learning and applying the skills you are taught.

The apprenticeship programme offers many opportunities. We aim to develop our apprentices, giving them all the encouragement to further their education and training, enabling their career progression.

> **Get Qualified**

You will gain nationally recognised qualifications that will be valid for further developing your career.

> **Become a valuable asset to your employer**

Our team of employees is the foundation to our business and our future success relies upon them. A safe and healthy environment in which our people can develop their skills and knowledge is fundamental.

> **Future Prospects**

Apprenticeships can be demanding but very rewarding. Apprenticeships train you in the skills employers want. They give you choices in your career. Your career doesn’t have to stop at an intermediate or advanced Apprenticeship. You could progress onto a foundation degree or a higher level qualification. Within our company we have apprentices who are now Contract Managers, Site Managers and Health & Safety Advisors.

“In 2002 I started my career at Scotia Homes as an apprentice Joiner, going on to successfully complete my Advance Certificate in Carpentry & Joinery and HNC in Construction Practice. After 10 years on the tools, I decided to look for a career change and since have progressed on to being Assistant HSEQ Manager. During this time I have gained internationally recognised training and qualifications. Scotia Homes provides a great foundation and career path to anyone looking to enter the industry.”

ROSS WARRANDER

> Apprentice: 2002-2006
> Joiner: 2006-2012
> HSE Advisor: 2012-2018
> Assistant HSE Manager: 2018 to present

For our latest Apprenticeship Vacancies please visit [www.scotia-homes.co.uk](http://www.scotia-homes.co.uk)

email: careers@scotia-homes.co.uk  |  facebook: @scotiahomesltd
GUIDE TO APPLYING FOR AN APPRENTICESHIP

You enjoy working with your hands and are interested in a trade within the construction industry. Want to work with a successful company with proven track record in apprenticeships. Contact Scotia Homes!

Visit the website/careers/apprentices or call into the office.

Download and fill in the application. Return with covering letter and CV.

This is your first opportunity to sell yourself – make your application stand out above everyone else’s. Important – fill in all the boxes!

You made it through and receive an invite to interview. Interviews can be scary for anyone but don’t worry… we’ve all been there and we won’t bite!

You will sit a test that will challenge your numeracy, logic, and Health & Safety knowledge.

A small panel of our apprentice team will meet with you and chat through your CV, your interests and why you want to join the Scotia team.

TOP TIPS FOR SUCCESS

01 Research Scotia Homes – we know we build houses... what else can you tell us about the company at an interview?

02 Know where you are going for the interview and be on time!

03 Make an Impression – Try to relax, turn up smart and most importantly... be yourself.

04 Ask questions - think outside the box and get us on the back foot!
YEAR 1
- Inductions & Introductions
- Tool Kit
- Site based work alongside experienced Mentor
- Block Release College Attendance – 12 to 18 weeks in a year, depending on trade – compulsory
- Awards & Success

YEAR 2
- Site based work alongside experienced Mentor
- Block Release College Attendance – 11 to 15 weeks in a year, depending on trade – compulsory
- Continuous support and learning (on site and at college)
- Annual Pay Rise
- Awards & Success

YEAR 3
- Site based work alongside experienced Mentor
- College – optional eg Advanced Craft certificate
- Continuous support and learning (on site and at college)
- Annual Pay Rise
- Awards & Success

YEAR 4
- Site based work alongside experienced Mentor
- Final college assessment
- Continuous support and learning (on site and at college)
- Annual Pay Rise
- Awards & Success

YEAR 5 & BEYOND
- Now fully qualified in your chosen trade, continue to gain experience and develop trades skills, earning a good annual salary.
Inductions and introductions

Safety First
PPE, Toolbox Talks, Risk Assessments, Method Statements. “Nothing you do at work today is more important than going home safe to your family and friends.”

Tool Kit
Scotia will ensure you have all the correct tools provided, giving you the best opportunity to flourish in your chosen trade. Be sure to look after these tools.

Mentors
Your mentor is a hand-picked experienced tradesperson, work hard, listen and learn off their knowledge.

Regular Monitoring
Quarterly Reviews are carried out by your relevant Apprentice Training Body and Scotia Homes to ensure you are working and progressing to the best of your ability.

College
You will attend college on a block release basis, undertaking practical and theory work, where you will gain nationally recognised qualifications in your chosen trade.

Annual Pay Rises
Rates of pay are reviewed and increased annually as per training body guidelines.

Awards & Success
Scotia acknowledge and take great pride in promoting the success of our apprentices... work hard, give it your all to be in with the chance of being rewarded at our annual Apprentice Awards Day.
THE SCOTIA JOURNEY

IT’S NOT JUST AN APPRENTICESHIP, IT’S A CAREER!

APPRENTICESHIP

TRADESPERSON ON-SITE

SITE MANAGEMENT

HSEQ

DESIGN AND TECHNICAL

SITE MANAGER

HSEQ ADVISOR

SURVEYING

PROJECT MANAGER

DESIGN

BUYING

DIRECTORS
“I started as a Trainee Site Manager in 2003 and Scotia has supported my development throughout. I am passionate about my job and Scotia continue to provide opportunities to learn and develop. An already fulfilling and rewarding career is made even better by working with great people creating a great place to work.”

**RICHARD BEGBIE**
- Graduate 2003.
- Construction Director 2017 to Present.

“I started my career at Scotia as a Site Administration Assistant. After 3 years, I was given the opportunity to train as a Trainee Assistant Site Manager. The support I have received has been invaluable. During my time as a Trainee Assistant I have gained numerous training certifications. The construction industry might not seem an ideal place for a female but I feel at home here at Scotia. The mentoring and guidance I have been given has been second to none. I look forward to what the future may bring.”

**DIANNE WRIGHT**
- Site Administration Assistant 2014 to 2017.
- Trainee Assistant Site Manager 2017 to Present.

“I started my career as an Apprentice Joiner at Scotia Homes in 2006, after successfully completing my 4 year apprenticeship. I continued my career as a joiner for a further 5 years until I was given the opportunity to get into Site Management where I have progressed from a Trainee Site Manager all the way through to a Site Manager.”

**FRASER STEPHEN**
- Trainee Assistant Site Manager 2015-2016.
- Assistant Site Manager 2016-2018.
- Site Manager 2018 to Present.

**GRAHAM STEELE**
- 3rd Year Apprentice Bricklayer 2016-Present.
- Robertson Construction Shield for Best Practical Bricklayer Award Winner – 1st Year 2017.
- Highland Industrial Supplies Shield for Best Practical Bricklayer Award Winner – 2nd Year 2018.
- 2017 Skills Build National Competition 3rd Place – South Lanarkshire College.
- 2018 Skills Build National Competition Runner Up – Glasgow College.

**RYAN WILBY**
- NESCOL Construction Crafts & Plumbing Awards – Stage 1 Award for Best Bricklayer 2018.
- Grampian Construction Training Group Trophy (Best Bricklayer Over All 3 Years) 2018.

**NORMAN BRUCE**
- NHBC Pride in the Job Quality Award. Winner 2017 for our Hamilton Gardens, Elgin Development.

**CHARLIE TAYLOR**
- NHBC Health and Safety Awards. Winner 2018 at our Collieburn, Peterhead Development.
The myths and facts

01 CONSTRUCTION IS AN INDUSTRY FOR MEN
Not at all! Over 320,000 women work in the construction industry, across a range of roles.

02 THERE IS NOT A LOT OF CAREER CHOICES IN CONSTRUCTION
There are a wide range of professional careers and craft trades within the construction sector.

03 CONSTRUCTION APPRENTICESHIPS ONLY GIVE YOU A LIMITED CAREER POTENTIAL
Many construction managers and professionals started as apprentices; it’s fast becoming a great way to get into the industry, without accruing large student loan debts.

04 CONSTRUCTION IS ALL ABOUT WORKING IN THE COLD AND GETTING DIRTY
Sometimes, however construction is one of the most forward thinking and modern industries with a vast range of jobs.

05 CONSTRUCTION WORKERS ARE POORLY PAID
Many trade operatives now earning £50k+ per annum.

06 WORKING IN CONSTRUCTION IS DANGEROUS AND BAD FOR YOUR HEALTH
There is no safer construction industry in Europe than in the UK. Systems ensure that everyone working onsite has been fully trained in health and safety.

07 CONSTRUCTION IS A DIRTY INDUSTRY THAT IS BAD FOR THE ENVIRONMENT
At Scotia Homes we work to the ISO 14001 Standard (the international standard for environmental management systems) focusing on green technologies and sustainability, making sure the environment is protected during the construction process.

To apply, please contact:

careers@scotia-homes.co.uk
www.scotia-homes.co.uk
@scotiahomesltd

HR Department, Scotia Homes Ltd,
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