



HR SUPPORT LEVEL 3

APPRENTICESHIP STANDARD



HR Support Level 3

Duration: 10 months + EPA

Workshop modules

- Business Understanding and HR Systems
- Communication and Problem Solving
- Process Improvement
- HR Legislation, Policy and Function
- Service Delivery
- Managing HR Information
- Equality, Diversity and Inclusion

End Point Assessment

Consultative Project

Apprentices will submit a report on a real example of work undertaken to deliver HR advice or provide and HR solution, demonstrating how they have applied their knowledge and HR-related skills to deliver the services required by the role.

Professional Discussion

Apprentices will have a 2-way discussion with an Independent End-Point Assessor for 60-75 minutes, using a minimum of 13 questions. Up to 3 criteria from the Consultative Project may be moved to the Professional Discussion.

Maths, English and Functional Skills within the Apprenticeship

All apprentices have the opportunity to develop English and maths skills as part of their apprenticeship and will need to develop skills sufficient for competence in their chosen apprenticeship standard.

A 16-18 year old must complete functional skills qualifications if they do not hold existing qualifications.

An individual aged 19 or over that does not hold existing qualifications, should decide with their employer if they would like to achieve functional skills but these would not be needed to achieve their programme.

Google
★★★★★ 4.9/5

★ Trustpilot
★★★★★ 4.9/5

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