

National Employer Partnership Manager for Apprenticeships

Description

Due to our continued growth, we are looking for a talented and driven sales professional to proactively engage new businesses with our range of apprenticeship programmes.

You will manage a small team of account managers, ensuring that our employer customer relationships are managed to a high standard within company guidelines resulting in the attainment of individual targets and KPIs.

Internal Applicants Only

Responsibilities

- To meet apprenticeship recruitment targets
- To grow the number of employers we work in partnership with, in line with targets agreed
- To work closely with the marketing and communications team to plan and execute successful, measured campaigns
- To work closely with the education team to support employer partner engagement in line with policies
- To provide clear and accurate information, advice and guidance to employers and prospective apprentices
- To provide clear and accurate progress reports to directors
- To support and mentor your account management team to ensure their success
- To ensure that working practices and guidance are followed to include CRM requirements and apprenticeship funding guidance
- To provide clear and accurate progress reports to directors
- To ensure that high Safeguarding, health and safety and inclusion standards are met in line with company policies

Person Specification

- Self-motivated to achieve results
- Excellent communication and relationship building skills
- Excellent knowledge of the apprenticeship marketplace
- An eye for detail and accuracy
- Ability to lead and motivate your team

This role will require a commitment to safeguarding and the post holder will undergo training for health & safety, safeguarding, prevent and EDI (Equality, Diversity and Inclusion) and GDPR.

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Job Benefits

- We will offer you full training and support
- Monday to Friday, 9.00am–4:30pm working hours (FT)

Hiring organization

Heart of England Training

Reference:

Reference: NEP-MGR-0625

Closing Date: 04 July 2025

Interview Date: Week commencing 7th July 2025

Please download a copy of the Application form here to submit your application –

[Application for Employment](#)

Please send CV and Application Form (download this), make sure this outlines how you meet the person specification of the job description to careers@hoet.co.uk

Job Location

Eleven Arches House, CV21 1FD, Rugby

- 33 days holiday allowance (FT inc bank holidays) rising to 38 days after 'time served' period (PT holidays Pro Rata)
- Health Care Scheme
- Birthday Day Off (After 3 full holiday years served)
- Holiday Purchase Scheme
- Company Pension Scheme
- Christmas Shutdown
- Annual company events

Interested in this position?

Please send Application Form (download this), make sure this outlines how you meet the person specification of the job description and CV to careers@hoet.co.uk

We do reserve the right to close this advertisement early if we receive a high volume of suitable applications