



Tydfil Training Prospectus 2026-2027

Apprenticeships
Jobs Growth Wales +
Training and Development courses
Employment related courses
Occupational Qualifications
Bespoke courses developed on demand



**TRANSFORMING LIVES
THROUGH WORKING
TOGETHER**

Contents

- 3. Welcome
- 4. Apprenticeships
- 5. Employer Information
- 6. Aspire
- 8. Employer's - whats next?
- 9. Construction
- 10. Engineering
 - 11. Mechanics
- 12. Business Administration
- 13. Learning & Development
- 14. Customer Service
- 15. Hospitality
- 16. Team Leading
- 17. Management
- 18. Success Stories Apprenticeships
- 19. Jobs Growth Wales +
- 20. Employers - JGW+
 - 21. Success Stories
- 22. Our Facilities
- 23. Short Courses
- 25. Occupational Qualifications
- 26. M-TEC
- 27. How to Apply



Welcome to Tydfil Training

Being a registered charity and a training provider for over 30 years, we know a thing or two about employability and training.

Whatever your circumstances; school leaver, unemployed, returning to the workforce, apprentice, working but want to improve your skills or as a business upskilling your workforce, we have a wide range of services available for you.

Since 2019 we have been a delivery partner for Cardiff and Vale College for Apprenticeships and ACT for the delivery of the Jobs Growth Wales + programme. We are a subsidiary of the College Merthyr Tydfil and part of the University of South Wales Group.

Why should this matter to you?

Being part of much larger and diverse organisations can provide you and your organisation with access to a wide range of training opportunities and the mix of skills from the partners ensures best practice is shared across the members and passed on to you, our customers.

We pride ourselves on creating a supportive and safe environment for both staff and participants, offering equal opportunities for all.

**We look forward to welcoming you to your
learning programme**



Apprenticeships

Tydfil Training has been providing work-based learning and employability opportunities for over 35 years.

With a proven track record and diverse portfolio of partners, we have an unparalleled ability to find you the best apprenticeship for your needs.

When you choose Tydfil Training you can be sure you'll get the support and help you need during your apprenticeship.

Apprenticeships in Wales are employed status. This means you should be working or have a start date to work within a suitable setting for your chosen apprenticeship.

Please get in touch for support in finding a supportive employer.

Apprenticeships in Wales are available to all ages over 16 years.



Employer Information Apprenticeships

Recruiting an apprentice can help you expand your workforce and skills base. Support is available towards the cost of training and assessments.

- You (the employer) will work with Tydfil Training (the training provider) who will manage the apprentice's training and assessment programme
- You (the employer) are responsible for paying the apprentice's salary.

By employing an apprentice, you can:

- Reduce your recruitment costs
- Build a skilled and motivated workforce tailored to your business
- Expand and future proof your business
- Fill any skills gaps and increase productivity

Aspire Employer Incentives

Aspire offer financial support and mentoring to employers.
Please refer to Pages 6 and 7 for more information.

MEDR Incentives

To help businesses recruit a person who is disabled, MEDR are offering incentive payment for employing disabled people until 31 July 2027. Employers who recruit a disabled apprentice will be eligible to receive an employer incentive of £2,000 per learner.

CITB - Construction Industry Grants

Who can apply for these grants?

You can apply if you're a CITB Registered employer and up to date with your Levy Returns, as well as adhering to the Grants Scheme Policy and specific requirements for this grant.

The grant for apprenticeships covers:

- Off-the-job attendance with an approved apprenticeship provider
- Achievement of an apprenticeship

Aspire Shared Apprenticeship Programme

The Aspire Shared Apprenticeship Programme supports individuals to access high-quality apprenticeship opportunities while helping employers overcome recruitment and capacity barriers. The programme is designed to create flexible pathways into sustainable employment across a range of sectors, with a strong focus on supporting those who may face barriers to entering the labour market.

Through the programme, participants are employed within a shared apprenticeship model, allowing them to gain valuable workplace experience, develop industry-specific skills and work towards recognised qualifications in a supportive environment.

The programme works in partnership with Tydfil Training to provide high-quality apprenticeship training and learner support. This partnership ensures participants receive both practical workplace experience and structured learning that meets industry standards and employer needs. By combining employer engagement with accredited training delivery, the programme helps learners progress into long-term employment and career development opportunities.

Key features of the programme include:

- Paid employment opportunities linked to apprenticeships
- Industry-recognised qualifications delivered through trusted training partnerships
- Ongoing learner mentoring and pastoral support
- Flexible support for employers to develop their workforce
- Progression routes into sustained employment and further training

Aspire QuickStart and Pathways to Work (CLA) Programmes

The Aspire QuickStart Programme is designed to help individuals who are furthest from the labour market take their first steps towards employment, training or apprenticeships. The programme provides structured support to build confidence, develop employability skills and prepare participants for the workplace. Working closely with employers, training providers and partner organisations to ensure participants gain meaningful experiences that support positive progression outcomes.

QuickStart also offers employers access to 25-hour per week salary support placements for eligible participants. Placement duration is agreed in partnership with the employer based on individual and business needs, for a maximum period of 8 weeks.

The programme aims to:

- Improve confidence and motivation
- Develop essential employability and workplace skills
- Provide insight into different career sectors
- Support progression into employment, apprenticeships or further learning
- Help individuals overcome barriers to work and training

The Pathway to Work CLA Programme provides dedicated employability and progression support for young people who are Children Looked After (CLA), care leavers and those with care experience. The programme recognises the unique challenges faced by young people leaving care. Working collaboratively with local authorities, employers, training providers and support agencies to create positive pathways into employment and help young people achieve sustainable outcomes and greater independence.

The Pathway to Work model provides employers with 25-hour per week salary support placements for a maximum period of 4 months.

Support available through the programme includes:

- One-to-one employability support and mentoring
- Career planning and progression guidance
- Work experience and vocational opportunities
- Support with applications, CV development and interview preparation
- Signposting to additional support services where required

Employers - Interested? Want to know more?

Tydfil Training can support your business to ensure the recruitment and enrolment process is stress free.

We will provide a qualified assessor to meet with you to discuss the qualification and the range of work tasks that will be required.

We can signpost and provide introductions to any potential funding available.

Browse our range of Apprenticeships on pages 9-17

We can assist with recruitment by:

- Advertising your apprenticeship vacancy
- Submitting CV's to you on behalf of applicants
- Arranging interviews for you
- Arranging recruitment events at Colege Merthyr with staff and potential apprentices present

Once you have chosen your new apprentice, we will:

- Arrange for our Health & Safety Officer to conduct an appraisal
- Ensure your apprentice has a full induction
- Arrange digital enrolment, providing guidance where signatures are required
- Be on hand to answer any questions you may have.



Register your interest by emailing enquiries@tydfil.com or call us on 01685 371747 and ask to speak to one of our Employer Liaison Officers.

Construction Trades

Construction apprenticeships will provide you with the knowledge and skills in specialist areas of expertise.

- Mandatory Day release at college for theory and skills development
- Workplace assessments to build skills and competence.
- CSCS training and card will be provided

Your developing skills and knowledge are vital to carry out work in commercial, industrial, and residential buildings.

Entry Requirements

Carpentry - Level 2 Apprenticeship

- Employed with an approved employer and within relevant trade.
- Minimum grade D GCSE grade Maths, English and Science or equivalent. Completion of relevant Level 1 preferred.

Building Maintenance Level 2 Apprenticeship

- Employed with an approved employer and within relevant trade.
- Minimum grade D GCSE Maths, English or equivalent
- Relevant work experience preferred.

Carpentry - Level 3 Apprenticeship

- Employed with an approved employer and within relevant trade.. Expected to complete more complex carpentry tasks on a daily basis
- Successful completion of Foundation/Progression at level 2
- Minimum grade C GCSE Maths, English, Science or equivalent



Duration

Level 2: 18 - 24 months

Level 3: 24 months



Apply through application form and remember to include your CV and relevant certificates



Engineering

Engineering Manufacture apprenticeships will provide you with the knowledge and skills in specialist areas of expertise.

- Mandatory Day release at college for theory and skills development
- Workplace assessments to build skills and competence.

Choose one pathway to study depending on your job role.

Entry Requirements

Engineering Level 2 - chose one pathway from Welding/ Engineering Manufacture/ Technical Support

- Employed in an Engineering role with an approved employer
- Minimum grade D GCSE Maths, English and Science or equivalent
- Performing Engineering Operations level 2 qualification preferred

Engineering Level 3 - chose one pathway from CAD/ Welding/ Electrical Engineering/ Mechanical Engineering Manufacture/ Technical Support / Toolmaking

- Employed in an Engineering role with an approved employer
- Minimum grade C GCSE Maths, English and Science or equivalent
- Performing Engineering Operations level 2 qualification preferred
- Relevant knowledge qualification completed or ongoing.

Duration

Level 2: 22 months

Level 3: 24 months



Apply through application form and remember to include your CV and relevant certificates

Mechanics

The Vehicle Maintenance & Repair Apprenticeship at Levels 2 & 3 involve the repair and maintenance of all types of cars or small vans.

As an apprentice, you will learn how to diagnose, test and repair a range of vehicles.

You could work for a dealership and focus on a particular manufacturer, or work for an independent garage that deals with many different makes of vehicles.

You will be required to perform some challenging tasks with intricacy and skill so good manual dexterity is essential. You will also be expected to handle heavy equipment and be standing for long periods throughout your working day.

You will also need good communication skills in order to explain everything clearly to the customer.

- Mandatory Day release at our Training Centre for theory and skills development
- Workplace assessments to build skills and competence.

Entry Requirements

Vehicle Maintenance and Repair level 2

- Employed as a Mechanic with an approved employer and expected to complete relevant tasks on a daily basis
- Minimum grade D GCSE Maths and English or equivalent

Vehicle Maintenance and Repair level 3

- Employed as a Mechanic with an approved employer and expected to complete more challenging, relevant tasks on a daily basis
- Minimum grade C GCSE Maths and English or equivalent
- Completion of Level 2 Foundation Apprenticeship or completion of relevant knowledge qualification preferred

Duration

Level 2: 22 months

Level 3: 18 months



Apply through application form and remember to include your CV and relevant certificates

Business Administration

Administrators need a broad range of skills to work efficiently and to help increase business productivity. Tasks you may undertake will vary depending on the level and sector in which you are employed. These tasks may include producing documents, preparing notes, organising/co-ordinating events or meetings, developing/delivering presentations, providing reception services, using office equipment, setting up/maintaining filing systems, using a variety of software packages, interrogating databases to produce reports, updating information and managing projects.

Attendance at our Training Centre would be required and arranged at set intervals.

Entry Requirements

Business Administration Level 2

- Employed within a relevant role with an approved employer
- Minimum D Grade GCSE grade Maths and English or equivalent

Business Administration Level 3

- Employed within a relevant role with an approved employer and access to appropriate level of tasks
- Minimum grade C GCSE Maths and English or equivalent
- Completion of Level 2 foundation apprenticeship preferred

Business Administration Level 4

- Employed within a relevant role with an approved employer and access to appropriate level of tasks
- Excellent organisational skills
- GCSE grade A-C in Maths and English or equivalent
- Completion of Level 3 apprenticeship preferred

Duration

Level 2: 15 months

Level 3: 15 months

Level 4: 24 months



Apply through application form and remember to include your CV and relevant certificates



Learning & Development

This apprenticeship is ideal for job roles such as Training Development Officer, Training Officer, Learning Centre Supervisor, Assessor/Verifier, Work Based Learning Coordinator, Learning and Development Adviser, Skills Trainer/Instructor and Learning and Assessment Advisor.

As an apprentice you would be working in a paid position, facilitating learning/delivering training courses in a variety of settings including the workplace or training establishments. Whether working one-to-one or with a big group of people, you'll need confidence, patience and creativity.

Entry Requirements

Learning & Development Level 3

- GCSE grade A-C in Maths and English
- Must be employed with an approved employer in a suitable role with access to learners
- Willing and able to communicate effectively with a range of people
- Numerate, literate and able to use ICT

Duration

18 Months



Apply through application form and remember to include your CV and relevant certificates



Customer Service

Customer Service staff help customers with questions or complaints, also providing customers with information about products and services. The role may also involve a sales element, taking orders and processing returns. Your role may include communicating with customers face to face, in writing, or by telephone, resolving problems and improving customer relations, promoting products and services. You may need to keep records of correspondence and verbal conversations.

Good communication skills are essential as you will need to gather information in order to resolve a query or complaint. You may be working in a team or need to develop customer service skills to complement an existing role.

Entry Requirements

Customer Service level 2

- Must be employed with an approved employer within a relevant sector
- No formal requirements but must have relevant work experience
- Minimum grade GCSE D English or equivalent preferred

Duration

14 months



Apply through application form and remember to include your CV and relevant certificates

Food Production & Cooking

The Hospitality and Catering Industry covers hotels, restaurants, pubs, bars and nightclubs, contract catering, hospitality services, youth/backpacker hostels, holiday centres and self-catering accommodation.

This Food Production & Cooking apprenticeship at Level 2 covers a wide range of roles including kitchen assistants, cooks and chefs. Employers range from large and small kitchens including the NHS, Care Homes, Armed Services and schools, fast food outlets and restaurants offering a wide variety of cuisines.

Entry Requirements

Hospitality & Catering level 2 - Food Production & Cooking

- Must be employed with an approved employer within a relevant sector
- No formal requirements but must have relevant work experience with minimum GCSE grade E in Maths and English preferred
- Applicants will need basic communication skills on which this apprenticeship will build

Duration

14 months



Apply through application form and remember to include your CV and relevant certificates

Team Leading



Duration

15 months

This apprenticeship supports the role of Team Leader, Floor Manager, Helpdesk Manager, Trainee Supervisor and Team Co-ordinator and is often used as a means to progress into higher level management.

Tasks undertaken vary depending on the level and sector in which you are employed. These may include planning, allocating and monitoring the work of the team, providing feedback, briefing teams, supporting team members, managing conflict, resolving problems, procuring supplies, project management, agreeing budgets and managing and improving customer service.

Entry Requirements

- Must be employed with an approved employer in a suitable role
- Minimum grade D GCSE in English or equivalent
- Must have some Supervisory duties



Apply through application form and remember to include your CV and relevant certificates



MANAGEMENT

As a Manager you would be playing an integral role in supporting organisational objectives through a wide range of functions.

Tasks undertaken vary depending on the level and sector in which you are employed.

All managers starting an apprenticeship must have some supervisory duties. Project management is growing as a career of first choice. A significant number of people move into managing projects after several years' work in different sectors and functions.

Entry Requirements

Management level 3 (Inc ILM)

- Must be employed with an approved employer in a suitable role
- Minimum grade C GCSE in Maths and English or equivalent/completion of L2 preferred
- Must be in a Supervisory role

Management level 5 (Inc ILM)

- Must be employed with an approved employer in a suitable role
- Minimum grade C GCSE in Maths, English and Digital or equivalent/completion of L3 preferred
- Must be in a Supervisory role

Management level 4 (Inc ILM)

- Must be employed with an approved employer in a suitable role
- Minimum grade C GCSE in Maths and English or equivalent/completion of L3 preferred
- Must be in a Supervisory role

Project Management level 4

- Must be employed with an approved employer in a suitable role
- Minimum grade C GCSE in Maths, English and Digital or equivalent
- Must be in a role with direct responsibility for managing projects

Duration

Level 3: 17 months Level 4: 18 months Level 5: 21 months

Apply through application form and remember to include your CV and relevant certificates

Success Stories

Lilly Phillips - Engineering Apprentice

Lilly was recognised for her outstanding achievements in Engineering Manufacture – Level 3 while completing her apprenticeship with Tenneco

Reflecting on her journey, Lilly shared:
“I’ve had so many opportunities that I didn’t even know would be available to me. I’ve been able to inspire young people and I’ve been recognised for this award – I’m very proud of myself and I’m very grateful to everyone who has got me to this position.”

Her dedication and passion have not gone unnoticed, and it’s no surprise that she has excelled in her professional development, leaving a lasting impact on those around her.



Callum James - Construction Apprentice

We have recently celebrated Callum’s successful completion of his Level 3 Carpentry Apprenticeship.

Callum works at GKR Maintenance & Building Co Ltd, where he is considered a valued member of the team. Anita Barker, Finance & HR Manager, shared that Callum consistently asks valid questions, shows genuine interest, and brings great attitude to his work - qualities that truly set him apart.

Callum sums it up perfectly: “Enjoying what you are doing is the key to success.”



Jobs Growth Wales +

Jobs Growth Wales+ (JGW+) is a fantastic training and development programme for 16–19 year olds, who want skills, qualifications, and experience to progress onto an apprenticeship, set up own business or land the dream job.

We offer two strands of Jobs Growth Wales+ depending on the level of support required. Our tutors will help decide which level is right for you. We'll then develop a learning plan tailored to your individual needs, to ensure you get any support you require

Pathway to Apprenticeship

- Our Pathway to Apprenticeship programme offers employability training and all the support needed to progress to an apprenticeship at the earliest stage
- Work placements will provide you with the skills and experience to progress
- Your Pathway to Apprenticeship includes essential skills, so if you don't have the entry requirement GCSE's for an apprenticeship, it isn't a barrier
- An allowance for attendance is paid weekly and is not means tested so all participants are eligible
- A daily meal allowance, along with travel reimbursement means it doesn't cost you anything to train with us.

Our current offer...

- Business Administration
- Customer Service
- Mechanics
- Construction (CSCS Card)
- Employability
- Essential Skills Wales Communication and Application of Number from Entry level to level 2
- Essential Skills Wales Digital Literacy level 2

If you do not see a route that you were looking for or are undecided what is right for you, please contact us so we can provide you with further information.

Employers and JGW+

Our Jobs Growth Wales+ (JGW+) programme includes work placements and work experience.

Could your business support a young person at the start of their career?

At no cost to your business you could add to your workforce and help to develop and future proof your business.

All JGW+ learners receive employability training as well as access to many Regulatory courses.

All JGW+ learners receive an allowance to support them whilst on placement, so no cost to your business.

Pathway to Apprenticeship

Our Pathway to Apprenticeship Programme includes work placements and work experience.

Within this programme, learners can complete relevant occupational qualifications up to and including level 2. As a potential employer, this means a long term placement with the learner becoming an established, confident member of your team, leading onto an Apprenticeship.

All learners receive an allowance to support them whilst on placement, so no cost to the employer.

Our current offer...

- Business Administration
- Customer Service
- Mechanics
- Hospitality
- Construction (CSCS Card)
- Employability

If you do not see a route that you were looking for or are undecided what is right for your business, please contact us so we can provide you with further information.

Success Stories



Jay Caviel received the Learner of the Year award in recognition of his outstanding commitment and dedication. Throughout his time on the programme, Jay has shown a strong work ethic, a positive attitude, and a clear determination to succeed. His progress has been impressive, and this award reflects the effort he has put into developing both his skills and confidence.

Kayla Clark was also recognised at the event, receiving her certificates after completing the Beauty course. Kayla has worked hard to develop her knowledge and practical skills in beauty therapy, and her qualification is a well-earned reward for the time and effort she has invested in her training. She has shown great promise and is now well-equipped to take the next step in her career.



Our Facilities



As well as our Employability and Pathway to Apprenticeship programmes, we also have a full Esports room available for participants' use to improve digital skills.

Our fully functional training Kitchen (Cegin Tudful) is used to develop basic cooking, organisational and budgeting skills.



Our Construction Hub focuses on hands on practical construction experience with all PPE supplied.



Courses

Tydfil Training is part of a larger group of organisations, including The College Merthyr Tydfil and The University of South Wales. This means that in many instances, we can deliver the course that you want at no cost to yourself.

If you see a course below that meets your needs, please contact one of our team who will happily advise you on availability and importantly, if you can access the course for free!

We regularly update our courses offer, so if you don't see what you need, please get in touch. The sooner you let us know what you are interested in, the sooner we can find the solution that fits your needs.

Our Courses are...



FULLY ACCREDITED

All our courses are fully accredited. We are an approved Highfield and City & Guilds training provider.



FACE TO FACE

All courses are delivered face-to-face, providing an effective learning environment for learners.



FULLY FUNDED

In most cases our courses will not cost you any money, they will be fully funded on your behalf.

Our Current offer

- Emergency First Aid level 3 (1 day course)
- First Aid at Work level 3 (3 day course)
- Paediatric First Aid Awareness (1 day course)
- Paediatric First Aid Awareness (2 day course)
- Food Safety levels 2 and 3
- Health & Safety in Construction (CSCS)
- COSHH
- Level 1 Award in Welding (MIG)
- Level 2 Award in the Prevention and Control of Infection for the Workplace
- Level 2 Award in Manual Handling
- Level 2 Award in supporting wellbeing and mental health of self and others

Both our Esports room and fully functional Training and Demonstration Kitchen can be used for Bespoke delivery.



Occupational Qualifications



Occupational Qualifications are for employed participants over the age of 19 who may not satisfy the criteria for an apprenticeship.

Our current offer...

- Business Administration levels 2, 3, 4
- Mechanics levels 2, 3
- Customer Service level 2
- Team Leading level 2
- Food Production and Cookery level 2
- Engineering level 2
- Wide range of construction trades: Carpentry, Plastering, Brickwork, Painting & Decorating and Multi-skills
- ILM level 3, 4
- Essential Skills Wales Digital Literacy level 2
- Essential Skills Wales Communication Entry level up to Level 2
- Essential Skills Wales Application of Number Entry level up to Level 2

Did you know that Universities accept Essential Skills in place of GCSE's?

Book your Essential Skills delivery now and progress to the next stage of your career.



M-TEC

**LOOKING TO START YOUR BUSINESS, GROW YOUR BUSINESS,
ITS OUR BUSINESS**



What we can do for you:

- Provide Business Support
- Give You Networking Opportunities
- Provide Mentoring Support And Guidance

Starting up:

We'll link you in with the relevant support and guidance, including business advisors, mentors, seminars and more.

Up and running:

We offer a variety of support, be it training, workshops, qualifications, certifying staff, or just general advice and guidance.

Growing:

We'll get you the advice, support and training to ensure your business grows, whilst avoiding the usual growing pains.

Contact:



Email: andrew.evans@tydfil.com



Office: 01685 727509 **Mobile:** 07494 097312

How To Apply



Unsure what you need?

Call in to see us. Our friendly staff are on hand to help:

107 High Street Merthyr Tydfil, CF47 8AP

Visit our website:



www.tydfil.com

Make an enquiry at:

enquiries@tydfil.com



Contact us on:



01685 371747

