

# Buxton & McNulty Mechanical Services Ltd

Horizon Business Centre, Veridion Park, Unit 28 Alder Close, Erith, Kent, DA18 4AJ

Tel: 020 8311 4056

Fax: 020 8312 3156

Email: [admin@buxtonmcnulty.co.uk](mailto:admin@buxtonmcnulty.co.uk)



## Apprenticeships

# ADVANCED APPRENTICESHIPS WITH BUXTON & McNULTY MECHANICAL SERVICES LIMITED



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## COMPANY STATEMENT

Buxton & McNulty Mechanical Services was formed in March 2003. The company became incorporated on 4th April 2005.

The company was formed to provide mechanical services. We specialise in pipe work installations covering public health, heating, chilled water, condensate, gas and fuel services. We offer on-site welding and have a fabrication shop where pipe can be made to measure and delivered to site. We have extensive experience and have undertaken many projects working on commercial properties, residential, energy centres, hospitals, schools and prisons.

Over the last few years our company has expanded steadily through repeat business. We have a 100% repeat business record and feel that this is due to the commitment shown to each and every project we undertake. It is our stated policy to satisfy the requirements of our customers in any way that we can. This is achieved by operating a comprehensive, coordinated quality system which ensures that the quality of all products, processes and services offered by the company are consistent. We are committed to ensuring that the system is effective in achieving quality and satisfying customers both now and in the future.

In January 2010 we joined Achilles Building Confidence and achieved accreditation. Achilles' rigorous procedure includes a broad range of strict criteria pertinent to Health, Safety and Environmental practices which are fully assessed and audited yearly in order to provide customers with benchmarked performance indicators.

Our accreditation on this programme further reaffirms our dedication to providing a quality service to all our customers, in conjunction with our ongoing commitment to being a safe, socially and environmentally responsible service provider.



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## BECOME AN ADVANCED APPRENTICE

- EARN MONEY WHILE YOU LEARN
- GAIN A NATIONALLY RECOGNISED QUALIFICATION
- GAIN VALUABLE WORK EXPERIENCE
- ON THE JOB TRAINING

### About Us

Buxton & McNulty was incorporated on 4<sup>th</sup> April 2005 to provide Mechanical Services within the Construction Industry. We specialise in pipe work installations covering Public Health, Mechanical and Gas services. We also provide on-site welding and have a fabrication shop where pipe can be made to measure. We have extensive experience and have undertaken many projects working on commercial properties, residential, hospitals, schools and prisons.

Buxton & McNulty can offer apprenticeships in the following disciplines:-

- Pipefitting
- Plumbing
- Welding
- Gas Safe Engineer

If you are interested in becoming an apprentice in one of the above disciplines please forward your CV and a covering letter to:

[admin@buxtonmcnulty.co.uk](mailto:admin@buxtonmcnulty.co.uk)



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## APPRENTICESHIP TIMELINE

- Step 1                      Send CV & covering letter to  
[admin@buxtonmcnulty.co.uk](mailto:admin@buxtonmcnulty.co.uk)
- Step 2                      Interview  
Interviews will be held between March & July
- Step 3                      Confirmation of Apprenticeship – July
- Step 4                      Enrol in College - July
- Step 5                      College Course Commences - September
- Step 6                      Buxton & McNulty Induction - September
- Step 7                      Apprenticeship 3 month review –January



Company No: 5412731



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## APPRENTICE QUESTIONS AND ANSWERS

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### What qualifications will I need?

#### Advanced Apprenticeship

Plumber / Pipefitter - You will require GCSE Grade 4 or above in Maths, Science and an Engineering-related subject, as well as GCSE Grade 4 or above in English.

#### Higher Apprenticeship

Junior Engineer - You will require A Levels in Maths, Science and an Engineering-related subject at Grade C or above, or a BTEC Level 3 Diploma in Engineering at a minimum of Merit.

### What qualifications will I study as part of the Apprenticeship?

As an Advanced Apprentice you will complete NVQs at Levels 2 and 3, plus a Technical qualification in a relevant subject. Some NVQ's and Technical certificates are combined into a diploma. Where applicable for the role, our best Apprentices go on to study further qualifications such as HNC/HND. If you are on the Higher Apprenticeship you will complete a Level 4 NVQ alongside a level 4 or 5 qualification.

### How long does the Apprenticeship programme last?

Between 3 and 4 years. We will discuss your timing plan when you join us.

### What happens at the end of the Apprenticeship?

We can't guarantee a permanent position when your Apprenticeship ends. However, we are committed to our trainee programmes and every effort is made to find positions for our best Apprentices.

### How can I apply for an Apprenticeship?

Please email a copy of your CV and a covering letter to [admin@buxtonmcnulty.co.uk](mailto:admin@buxtonmcnulty.co.uk)



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## Becoming a Plumber

Plumbers fit, service and repair hot and cold water systems, and heating systems in homes and businesses. They also work with gas fires and cookers.

If you want a varied job that makes good use of your practical skills and takes you out and about, this could be perfect for you.

You will need to be good at solving problems, have the ability to follow technical plans, and understand the importance of health and safety. You'll also need good customer care skills. To become a qualified plumber you will need to complete industry-recognised training and qualifications. A common way in is through an Apprenticeship.

## Work activities

Depending on whether you work in homes, industrial or commercial locations, you're likely to:

- install water supplies, heating systems and drainage
- find faults in systems or equipment and repair them
- service gas and oil-fired central heating systems, boilers and radiators
- install and fix domestic appliances like showers, cooker, gas fires and washing machines
- service air-conditioning and ventilation units
- attend emergency call-outs to fix leaks, for example during cold weather
- fit weather-proof materials, joints and flashings to roofs, chimneys and walls

On all jobs you would use hand and power tools, which may include welding equipment.

## Working hours and conditions

You would work around 40 hours a week, with the possibility of overtime.

You could work indoors, sometimes in cramped spaces, and outdoors in all weather conditions. Some work may be at heights, for example on scaffolding to repair guttering or leadwork on roofs.

You would travel locally between jobs, and some contracts may involve overnight stays away from home. A driving licence may be needed.

## Income

Starting salaries for newly qualified plumbers can be between £18,000 and £22,000 a year.

Experienced plumbers can earn between £22,000 and £35,000 a year.

Rates vary in different regions. The highest average salaries are in London and the south east. Figures are intended as a guideline only.

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## Entry requirements

To become a qualified plumber you will need an industry-recognised qualification at level 2 or 3. The level required will depend on the amount of experience you have. For example, if you've worked in the industry for several years, a level 2 qualification may be enough, although you would be encouraged to complete training at level 3.

The main awards needed to become a qualified plumber are:

- Level 2 (NVQ) Diploma in Installing and Maintaining Domestic Heating Systems.
- Level 2/3 (NVQ) Diploma in Domestic Plumbing and Heating

These qualifications are completed when working and are accredited by the awarding bodies EAL, City & Guilds and BPEC.

A common route into this work is through a Plumbing and Heating Apprenticeship, This would combine learning on the job with study at a college or training centre. It normally takes three to four years to become fully qualified this way.

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## Training and development

The Level 3 (NVQ) Diploma in Domestic Plumbing and Heating has several options, including:

- hot and cold water systems
- oil and gas fired appliances
- biomass appliances
- central heating
- solar heating
- water recycling systems

It also covers the appropriate ACS safety assessment requirements in the gas plumbing options. ACS assessment is needed to register with the Gas Safe Register (formerly CORGI).

If you work with oil-fired appliances and heating systems, you could register with the Oil Firing Technical Association (OFTEC) competent person scheme.

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## Skills, interests and qualities

To become a plumber, you will need:

- the ability to follow technical drawings and plans
  - good practical skills
  - good problem-solving skills
  - a careful and well-ordered approach to work
  - a reasonable level of fitness
  - an awareness of safety issues and legal regulations
  - the ability to work as part of a team and alone
  - good customer care skills
-

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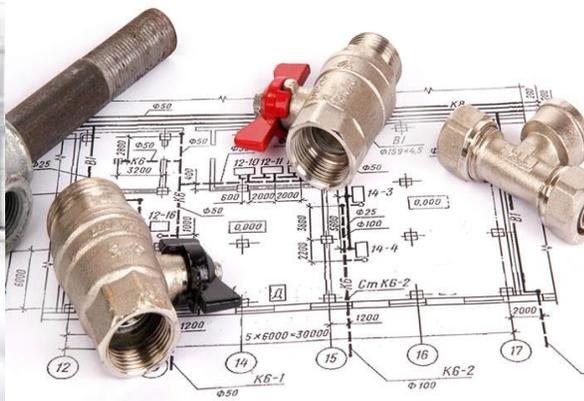
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## Opportunities

As a qualified plumber you could work in a number of different areas, including heating and ventilation, refrigeration and air-conditioning, gas servicing, and kitchen and bathroom fitting. Your promotion options would depend on your employer, but could include moving into estimating or contract management.



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## APRENTICESHIP TRAINING PLAN

<b>TIMELINE</b>	<b>LOCATION</b>	<b>ACHIEVEMENT</b>
Year 1	Site Based with 1 Day release to Bexley College or 2 week block release at Croydon College	NVQ Level 2 Complete BMM checklist
Year 2	Site Based with 1 Day release to Bexley College or 2 week block release at Croydon College	NVQ Level 2 Complete BMM checklist
Year 3	Site Based with 1 Day release to Bexley College or 2 week block release at Croydon College	NVQ Level 3 Complete BMM Checklist
Year 4	Site Based Only	BMM Checklist Level 3 Apprenticeship Complete Certification Issued
Apprenticeship can be extended to include for NVQ level 4 and 5 if MD feels it would be beneficial to Individual and Company		
Year 5 & 6	Site based with block release to college	NVQ Level 4 or 5
Year 7	Site based	Supervisor training programme Full certification issued



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## Buxton and McNulty Pay Structure

<b>Time with the company</b>	<b>Qualification</b>	<b>Annual Salary</b>
8 year		£ 40,300.00
7 year		£ 36,400.00
6 year		£ 32,500.00
5 year	1 year site experience	£ 28,600.00
4 year	NVQ L3 2nd year	£ 23,400.00
3 year	NVQ L3 1st year	£ 19,500.00
2 year	NVQ L2 2nd year	£ 14,300.00
1 year	NVQ L2 1st year	£ 11,700.00

Wages are assessed in September.



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## Become a Welder

Welders cut, shape and join sections of metal plate and pipes in a wide range of industries. These include construction and engineering, transport, aerospace, and offshore oil and gas. They also carry out repairs on manufacturing equipment and machinery.

If you want to put your practical skills to good use and can work accurately, this could be an ideal career for you.

In this job you will need to understand technical plans and have good maths skills for working out measurements.

You may be able to get into welding through an Apprenticeship. Another option would be to take a welding course at college before applying for a job as a trainee welder.

## Work activities

As a welder, you would:

- select and lay out materials to be cut or joined
- follow engineering instructions and drawings
- use the most suitable welding method for the job
- inspect and test cuts and joins, using precision measuring instruments, such as a micrometer
- operate semi-automatic spot-welding equipment (often found on high volume production lines like car manufacturing)

As well as working with metals and alloys, you may also cut and join composite materials, such as plastics, using specialist welding methods.

Common types of welding include oxyacetylene, MIG (metal inert gas), MMA (manual metal arc), TIG (tungsten inert gas), laser and ultrasonic.

## Working hours and conditions

You would normally work 40 hours a week and overtime may be necessary to meet deadlines. Your working conditions would depend on your job.

You would usually wear protective clothing, such as a face-shield, apron or gloves. In some cases you might need to use specialist safety equipment, for example or a safety harness for working at heights.

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## Income

Starting salaries can be between £16,000 and £18,000 a year. With experience, this can rise to between £20,000 and £33,000. Experienced welders can earn up to £40,000 or more a year.

Figures are intended as a guideline only.

## Entry requirements

A common way into this career is through an Apprenticeship in engineering. To get on to a scheme, you will usually need four GCSEs (grades A-C), in subjects like maths, engineering, ICT, English or science. The range of Apprenticeships available in your area will depend on the local jobs market and the types of skills employers need from their workers.

Another option is to take a welding qualification, which would give you some of the skills needed for the job. Relevant courses include:

- Level 1 Award in Introductory Welding Skills
- Level 2/3 Certificate in Fabrication and Welding Practice
- Level 2 Certificate in Welding Skills
- Level 2 Certificate in Engineering (options in welding)

## Training and development

Most of your training would be work-based and cover areas such as reading technical drawings, using the right tools and materials for the job, and training in the welding methods relevant to the industry you are working in.

You could study for one of several work-based qualifications, such as:

- Level 3 (NVQ) Diploma in Fabrication and Welding Engineering
- Level 2 (NVQ) Diploma in Performing Engineering Operations
- Level 3 Diploma in Engineering Technology
- Level 3 Diploma in High Integrity Welding

Depending on your level of training and experience, you would be classed as a semi-skilled or skilled welder. You would normally have to pass competency tests for the type of welding work you carry out. These tests show that your work meets British and European welding standards (also known as codes).

## Skills, interests and qualities

To be a welder you will need to have:

- good hand-to-eye coordination
- the ability to work accurately
- good concentration levels
- the ability to work without direct supervision
- the ability to understand technical plans and drawings
- good maths skills to work out measurements
- the ability to solve problems

- an understanding of safe working practices

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### Opportunities

Welding knowledge and skills can be used in many industries

Your promotion options include becoming a foreman/forewoman and supervisor, or fabrication workshop manager. With experience, you may have the option to work in welding inspection, quality control and non-destructive testing.





Apprenticeships at Croydon College

# Heating and Ventilation

**Commercial Installations**

**Level: Intermediate and Advanced**

If you are interested in becoming a heating engineer, then this Apprenticeship is for you. You should be practically minded, methodical and enjoy problem solving.



Croydon  
College



# Heating and Ventilation - Commercial Installations

Careers information, advice and guidance will be available throughout the programme. Careers support will also be available on exit of the programme to help with future progression.

The Intermediate Apprenticeship is ideal if you like to work with your hands and work outdoors. Topics include: installing and commissioning large and complex systems into buildings; pipe-fitting, copperwork and steel.

The Advanced Apprenticeship allows you to develop skills and knowledge within your industry and gain commercial standards in your welding skills.

## Intermediate

### This qualification is made up of:

- NVQ Diploma Level 2 in Heating and Ventilation (Commercial Installations)
- Functional Skills in English at Level 2
- Functional Skills in Mathematics at Level 2
- Employment Rights and Responsibilities (ERR)
- Personal Learning and Thinking Skills (PLTS)

### Delivery mode:

2 week block release each term or flexible delivery available on request.

**Length of Programme:** 2 Years

### Some of the topics covered:

- Understand how to communicate with others within building services engineering
- Understand how to apply environmental protection measures within building services engineering
- Understand and carry out site preparation and pipework fabrication techniques for industrial and commercial systems
- Understand industrial and commercial cold water system installation techniques
- Understand industrial and commercial hot water system installation techniques

### Job roles:

You can train in roles such as:

- Heating and Ventilating Installer
- Heating and Ventilating Service and Maintenance Operative

### Progression Support:

Typical progression routes include: continuing with employment or Advanced Apprenticeship in Heating and Ventilation.

## Advanced

### This qualification is made up of:

- NVQ Diploma Level 3 in Heating and Ventilation (Commercial Installations)
- Functional Skills in English at Level 2
- Functional Skills in Mathematics at Level 2
- Employment Rights and Responsibilities (ERR)
- Personal Learning and Thinking Skills (PLTS)

### Delivery mode:

2 week block release each term or flexible delivery available on request.

**Length of Programme:** 2 Years

### Some of the topics covered:

- Understand how to organise resources within building services engineering
- Understand and carry out electrical work on industrial and commercial heating and ventilating systems and components
- Understand industrial and commercial cold water system installation and pre-commissioning techniques
- Understand industrial and commercial hot water system installation and pre-commissioning techniques
- Understand industrial and commercial heating system installation and pre-commissioning techniques
- Install heating and ventilation industrial and commercial systems
- Perform industrial and commercial manual metal arc pipe jointing techniques

### Job roles:

You can train in roles such as:

- Heating and Ventilating Engineer
- Heating and Ventilating Welder
- Heating and Ventilating Service and Maintenance Engineer

### Progression Support:

Typical progression routes include: continuing with employment or HNC in Building Services Engineering.

**T: 0800 652 0784 / 07581 156048**  
**E: [apprenticeships@croydon.ac.uk](mailto:apprenticeships@croydon.ac.uk)**  
**W: [www.croydon.ac.uk](http://www.croydon.ac.uk)**



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