



Business Support: Career Route Map

Find out more at: www.horizonnuclearpower.com/futures

School / FE College

GCSE

- A* - C grades in 5 subjects (Maths, Sciences, English, and 1 other)
- GCSE Applied Business and Applied ICT also relevant.
- Welsh Baccalaureate Foundation Skills Challenge Certificate (KS 4) (Applicable to Wales only)

LEVEL 3

- **BTEC Level 3 / NVQ 3:** National Qualification in Business

A LEVEL

- A* - C in subjects such as Applied Business, Welsh / English, Maths, ICT.
- Advanced Diploma in Business, Admin, Finance.
- Welsh Baccalaureate Foundation / National Skills Challenge Certificate (Post - 16) (Applicable to Wales only)

FE Education

FE – BUSINESS ADMINISTRATION

- Foundation Course*
- Level 1: Business Administration
- Intermediate Course*
- Level 2: Business Administration
- Advanced Course*
- Level 3: Business Administration

FE – BUSINESS, FINANCE, LAW & MANAGEMENT

- Intermediate Course*
- Level 2: Business Studies
- Advanced Course*
- Level 3: Business Studies

FE DEGREES

- BA (Hons) Management & Business
- FdA (Foundation Degree) Accounting & Finance
- FdA (Foundation Degree) Management & Business
- HND / HNC Business

HE Education

EXAMPLES OF SUITABLE UNDERGRADUATE DEGREES

- BA Administration & Management
- BA Business & Law
- HND Business Studies
- BA Business Studies
- BA / BSc Business Studies & Finance

Business Support Roles

SUPPORT STAFF COVER A VARIETY OF ROLES, SUCH AS HUMAN RESOURCES, PUBLIC AND COMMUNITY RELATIONS, FINANCE, SUPPLY CHAIN AND FACILITIES MANAGEMENT.

There will be a small number of roles available. The work is typically varied, from looking after the welfare of staff, planning and organising budgets, to arranging community site visits, and procuring high quality components for power plant maintenance.

Examples of posts and roles:

FINANCE AND PROCUREMENT

ADMINISTRATIVE – E.G. SECRETARIAL, DOCUMENTATION CONTROL

FACILITIES SUPPORT

COMMUNITY RELATIONS

There will be opportunities for school leavers – post GCSE and A Level through a wide and varied range of roles within Business Support. Exact routes not shown for clarity.