



Protecting the UK's interests.
Gaining hands-on experience.
Shaping your future career.
It all matters.



Apprenticeship opportunities



You want more of what matters.
Like supporting embassies in 168 countries.
Finding unique solutions to exciting challenges.
And having unforgettable experiences.
All while discovering your potential.
And shaping your career.
At FCDO Services, **it all matters.**



Who we are and what we do

Your skills could go anywhere. Here they'll go everywhere.
Whether you're returning to work, changing jobs or just starting out, you'll find an apprenticeship for you at FCDO Services.

As a trusted government partner, we protect the UK's interests at home and overseas

From London to Pretoria, we provide a huge range of secure services to government-level customers. To bring that to life, our teams have designed and constructed secure government buildings, couriered diplomatic packages worldwide, safeguarded government tech, and a whole lot more.

We do work of national importance – and so will you.

With us, you could install state-of-the-art CCTV system in a new embassy. Protect government-level systems from technical espionage attacks. Roll out secure Wi-Fi in government buildings in the most isolated areas of the world. Or scan deliveries to make sure they're safe and secure for government use.

FCDO Services at a glance



We operate in over **250** destinations, across **168** countries



We have two UK locations: **Hanslope Park** near **Milton Keynes** and **King Charles Street** in **London**



We have around **1,150+** colleagues across the globe



We offer a welcoming, **inclusive culture** with **plenty of support** and flexibility

Why do an FCDO Services Apprenticeship?

We have all kinds of programmes

Wherever you're more interested in Technical Engineering, IT, Logistics or Project Management, there's a strong chance one of our apprenticeship programmes will tick all your boxes. Take a look at our website to find out more about this year's opportunities.

You won't sit on the sidelines

You'll do real work on live projects, tackling interesting challenges and learning from supportive experts. You'll help us to protect the nation – at home and around the world. In fact, some apprentices get to travel and work overseas too. It's no wonder you'll have impact that's felt everywhere, by everyone.

What's in it for you



Competitive salary and Civil Service pension



Fully funded qualification and expert training



Real-world impact, protecting the UK's interests



Opportunities for international travel and overseas work, depending on your programme



Potential for a full-time job at the end with FCDO Services

Get qualified and learn vital skills

We invest in your future. That's why, on all of our programmes, you'll work towards respected qualifications and build the skills you need to potentially take on a full-time role with us. Expect hands-on training, classroom learning and clear progression at every step.

Find your perfect balance

Our work is as varied and vital as it gets, but we never lose sight of our people. Their skills, aspirations and growth mean as much as the global mission we're on. In our world, it all matters.

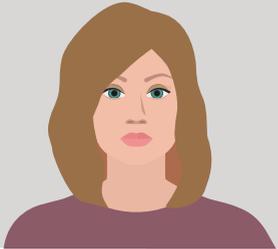


“
I'm getting all these qualifications, doing interesting work, and I'm getting paid for it, so it was definitely a win-win.”

Project Management Apprentice

What do our Apprentices have to say?

Logistics Apprentice



"I'd say the best thing about my apprenticeship was gaining the experience I needed to get a permanent role, while being truly immersed in the business and culture."

Associate Project Management - IT Apprentice



"We move around the organisation before we really get stuck into projects, so we know the background of the company and all the different teams we'll be dealing with."

"Many former apprentices are now in leadership roles, so it's great to see that we have brilliant career prospects here at FCDO Services."



Technical Engineering Apprentice

"I'm able to enjoy a variety of hands-on responsibilities across different teams, giving me a well-rounded picture of where I could take my future career."



IT Apprentice

What's life really like here?

We're committed to making sure that FCDO Services is somewhere you can be yourself, no holding back. Where you feel heard, recognised and appreciated. Where you have allies that support you. And where your wellbeing always comes first.

It's a welcoming, friendly and inclusive environment

We embrace everything that makes you, you. You'll be empowered and feel encouragement all around you.

We make sure everyone can flourish in their own way

Expect supportive colleagues, supportive networks – and the kind of opportunities designed to help you flourish both personally and professionally.

We do everything as a team

You'll have brilliant mentors to guide you and teammates on hand to help. You won't be left to fend for yourself.

You'll always be supported to achieve more

We help each other reach higher every day – learning new things, gaining new skills and building confidence.

You'll have a competitive salary and excellent benefits

Whether you're based in Hanslope Park or King Charles Street, you'll receive a competitive salary and pension, as well as enjoy excellent benefits and on-site facilities.

We prepare you for the future, wherever it takes you

Fully funded qualifications. A blend of practical work and theoretical study. Skills that last a lifetime. It's all at your fingertips as an apprentice at FCDO Services.



A few of our support networks

We have lots of different networks, including:

WE:Connect

Providing a supportive forum for female-identifying colleagues

FLAG

Supporting our LGBTQ+ community and raising awareness among allies

The Race and Ethnicity Network (REN)

Where colleagues from ethnic minorities can find mentoring and support

Disability Inclusion Awareness Network (DIAN)

Helping us become an ever more disability-confident organisation

Religion and Belief Group

A forum for support that's open to any religious interests or beliefs

Parents' Support Network

Supporting working parents and those on parental leave

What are we looking for?

Could one of our apprenticeships be right for you? Whether you're just starting out, returning to work or changing career, our apprenticeships are open to you. Above all, it's important that you're inquisitive, proactive and with bags of initiative. Plus you'll have enthusiasm for your chosen programme and be an all-round team player.



Essential criteria for applying

Exact requirements vary depending on the apprenticeship, but you must:

- ✓ Be a British citizen, who's lived in the UK for the last three years before the first day of your apprenticeship, and for at least five of the last ten years
- ✓ Be at least 16 or 18 years old, depending on the programme
- ✓ Have a minimum two GCSEs (or equivalent e.g. O levels) at grades 9-4 (A*-C) in Maths and English
- ✓ Pass our vetting process. All apprenticeships need Security Check (SC) clearance, and some also require Developed Vetting (DV) clearance

Ready to apply?

Once you've chosen your ideal apprenticeship programme, and you're happy that you meet our requirements, you're ready to begin your application.

A quick overview of our application process



A note on vetting

Because of the secure nature of our work, we need to put strict security measures in place to make sure everyone who joins us is honest, reliable and trustworthy. We'll ask that you undergo an independently-run process called 'vetting' so that you can gain security clearance. Any information we gather will always be done sensitively, respectfully and, of course, confidentially.

You can find more details on our website: fcdoservicescareers.co.uk/apprenticeships

Key dates

- ✓ Applications open: **February/March** each year
- ✓ Programmes start: **September** each year



It all matters

Careers website

To learn all about our world, visit our website:
fcdoservicescareers.co.uk/apprenticeships



Virtual embassy

Or to see the future impact you could have, visit our virtual embassy:
virtual-embassy.fcdoservicescareers.co.uk

