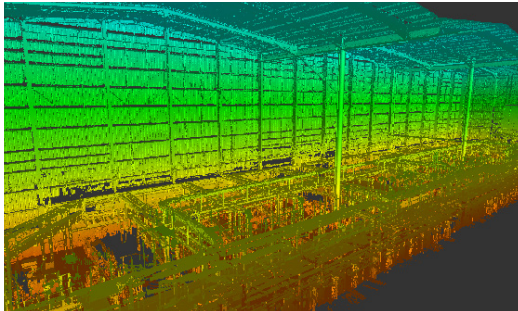
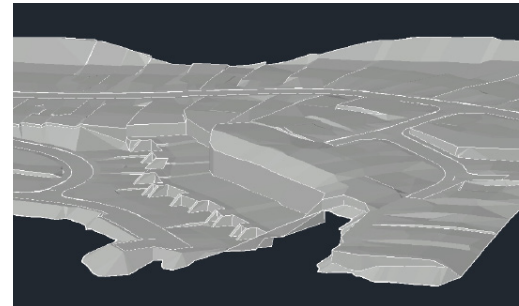
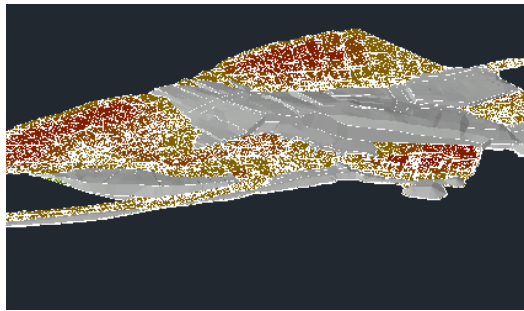


# ADEPT

CIVIL AND STRUCTURAL CONSULTING ENGINEERS



## RECRUITMENT BRIEF

### Civil and Structural Engineering Apprentice



Adept is a dynamic, strongly established civil and structural engineering consultancy with an excellent reputation for the delivery of complex and specialist projects.

Formed in 2007 by Erol Erturan, Matthew Ramsden and Richard Parker, Adept has grown to employ seventy engineers, technicians and support staff across bases in Leeds, London, Manchester, Sheffield, Birmingham and Hull. Since 2007, the business has delivered around 4,000 schemes with a total project value approaching £3.5 billion.

Our 'hands-on' Director-led approach ensures we carefully manage progress on every scheme. We invest in the best people who work collaboratively using the latest technology to deliver innovative, value-for-money civil and structural solutions on time and to budget.

The success of our approach is evident in our 80% repeat business rate, as clients trust us to consistently deliver reliable, high-quality results.

#### Our Sectors:

- Commercial
- Distribution
- Education
- Energy
- Extra Care
- Food Processing
- Healthcare
- Hotel & Leisure
- Listed buildings
- Residential
- Retail
- Warehousing
- Data centres

# Our Services

Our mission is to provide high quality civil and structural engineering services to our clients within the construction industry.

## OUR SPECIALIST AREAS OF WORK INCLUDE:

- Preparation of conceptual schemes
- Detailed designs and drawings of foundations
- Superstructure
- Drainage
- External works and highways for new build and refurbishment projects
- Building Information Modelling (BIM) including providing data rich 3D models
- Structural surveys and reports for existing properties
- Desktop studies, flood risk assessments, site investigations
- General civil and structural advice
- Feasibility studies
- Project management and lead consultant services
- Laser point cloud surveying
- BIM consultancy, converting laser point cloud to BIM

# The Opportunity

We require an enthusiastic and ambitious **Civil and Structural Engineering Apprentice** to join our busy design team to assist chartered civil and structural engineers.

The ideal candidate will be computer literate with basic knowledge of mathematics and physics, with a strong desire to study and learn to contribute to the built environment. The position is envisaged to be full time, with day release for studies as required and on the job training under the apprenticeship routes.

## THE PERSON

- An interest in civil and structural engineering and a desire to pursue this as career
- Reliable and enthusiastic
- Must be ambitious and willing to learn under supervision
- Based within a busy environment, candidates will be expected to work using their own initiative
- Must have a methodical approach to new tasks and problems
- A helpful and friendly approach is essential
- A team player

## SKILLS AND EXPERIENCE

- Excellent communication, mathematics and IT skills
- Good literacy skills
- Ability to work independently without the need for close supervision
- Required to work to deadlines, with good time management skills
- Organised and have good attention to detail
- Previous experience in the sector would be beneficial but not essential

## QUALIFICATIONS

### Advanced Apprenticeship - Level 3

- Minimum 5 GCSEs (or equivalent) at grade C or 4 and above including Maths and English

### Higher Apprenticeship - Level 4, 5, 6

- Minimum 5 GCSEs (or equivalent) at grade C or 4 and above including Maths and English
- Minimum 2 A Levels including - Science / Physics / Maths



# The Role

The position of Apprentice would suit an ambitious person who is passionate about engineering, willing to learn and wants to develop a career as a technician in the field of Civil and Structural Engineering with the support of friendly Chartered Engineers and experienced technicians.

## OBJECTIVES AND KEY RESPONSIBILITIES

- Produce civil and structural drawings using software based design tools including AutoDesk, Revit Structure and Civils 3D.
- Preparation of drawings and working closely on construction plans with clients, architects, contractors and other professionals.
- Developing design ideas using Building Information Modelling (BIM) software.
- Managing project directions, drawing management and paper filing system's ensuring all work complies with company procedures and standards.
- Preliminary Civil/Structural design works under supervisions of engineers.
- Collaborate with the rest of the Structural team in the delivery of outputs to agreed deadlines.
- Liaise with the client and design teams on active projects and to manage and procure deliverables on time.
- Careful management of project time recording.
- Work effectively within a team and contribute ideas concisely.
- Liaise with clients confidently through effective communication and collaboration.
- Attend Design Team Meetings.
- Run the day to day workings of a project with assistance from the Principal Engineer/Director of the team.
- The candidate will receive relevant training to use software needed to design and deliver a project successfully.





# Why consider this opportunity?

## BENEFITS

This is an exciting opportunity to join a forward thinking company. With offices in **Leeds, Manchester, London, Birmingham, Hull and Sheffield**, apprentices have the chance to work within a supportive, collaborative environment and gain exposure across our regional teams.

**Office allocation will depend on availability and will be confirmed during the recruitment process.**

The apprenticeship offers a platform for developing skills and abilities, with future opportunities to progress within the company.

Apprentices are paid at the current National Minimum Wage rate for an apprentice, working **37.5 hours per week** with day release for studies as required.

The successful candidate will be working with a highly motivated and committed team who successfully deliver an interesting and broad range of civil and structural engineering projects, within sectors such as healthcare, education and residential.

We are offering a competitive salary which is dependent on experience. We are also offering a range of benefits inclusive of:

- A discretionary profit and performance-related annual bonus
- Contributory pension scheme
- Holiday purchase Scheme
- Hybrid and flexible working
- Paid professional membership fees
- Private Healthcare scheme
- Monthly gym membership contribution
- Electric vehicle scheme
- Cycle to Work Scheme
- Monthly gym membership contribution
- 22 days annual leave (in addition to bank holidays),
- Employee social events
- £100 birthday bonus
- Death in service payment

Please see our [Benefits Brochure](#) for further information.

We genuinely believe in the benefits of providing a pleasant working environment where staff are respected, informed and given opportunities to better themselves.

Our Social Committee organise and run several social events every year.

# Apprentice profiles



## AARON TOPPING

I started as an apprentice civil engineer and am now a qualified Civil Engineer leading and managing design projects. Adept encourages achievement of certifications, like EngTech, IEng and CEng, to help people continuously improve at their own pace. I progressed steadily through qualification stages, earning a First Class Honours in my engineering degree. The collaborative culture of support, mentorship and professional development encourages self-confidence and freedom to innovate. Regular meetings and knowledge-sharing provide opportunities to ask questions. Adept also recognises that life and health are as important as work, providing extra support when it's busy to maintain balance. I am now enjoying mentoring the next generation of engineers!



## MATTHEW MCGARVEY

Having started as an apprentice structural technician whilst completing my university degree, I am now a qualified Structural Engineer incorporated with the ICE. My favourite aspects of Adept's apprenticeship programme were visits to live construction sites, exploring specialist 3D software, and the sheer variety of projects. It is a collaborative working environment where highly skilled and knowledgeable senior engineers provide valuable mentorship. I have built strong bonds with my team as we understand each other's skills and support one another. Open discussions evaluating ideas has helped me communicate more effectively and improved my problem-solving. There is a real sense of accomplishment when I see my design work constructed.



## ISABELLA ARENAS

I am a civil engineering apprentice working towards my ICE IEng qualification. I am most proud of how much my confidence has grown under mentorship, both personally and professionally. The company invests heavily in developing individuals, offering extensive support for training and technical qualifications. I was awarded an ICE QUEST Technician Scholarship in support of my future potential. Adept's open working environment increases opportunities to exchange ideas and learn from colleagues who bring their own experiences, perspectives, and approaches. Joining the sustainability and social committees has helped me develop leadership skills, and attending the Structural Engineers Declare Summit has helped deepen my understanding of wider industry practices.



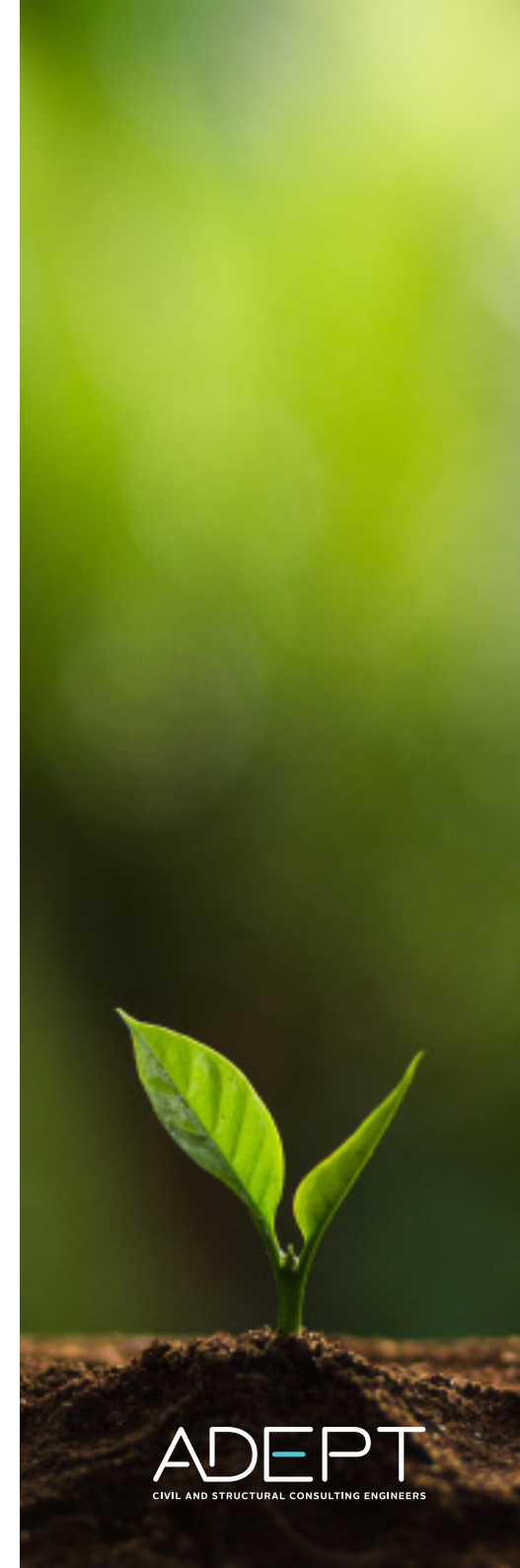
## IMOGEN DAWE

Since joining Adept as an apprentice structural engineer, I have been encouraged to develop my personal strengths, take initiative, and refine my design skills in practice. Senior engineers in my close-knit team help guide me through projects, review my work and explain the 'why' behind what we do. I am investigating sustainability in engineering and feel able to offer innovative contributions to our design solutions. I attended the Structural Engineers Declare Summit in person, learning more about driving progress toward net-zero targets and returning with examples of good practice. My dedication, hard work and creativity were nationally recognised with a Women in Property Student Award for the Midlands.



## ADAM HARRISON

I am completing a Level 6 degree apprenticeship, which combines practical training with part-time university study funded by Adept. Joining their structures team has provided invaluable hands-on 'real' experience designing reinforced concrete and steel structures for different building types. I was also awarded a QUEST Technician Scholarship from ICE in recognition of my potential. Earning my drone flyer's licence, I have been training in the use of 3D scanning tools and technologies that improve design coordination and modelling. By directly supporting completion of our QA audits for external certification, I have a better understanding of the essential procedures that drive and maintain consistently high-quality standards in professional practice.



# Digital Innovation

We understand that **Building Information Modelling (BIM)** is key to our industry's shared future. We see this as self evident and have modelled our business around this. We are a forward thinking, technologically advanced company and use the latest tools to deliver our projects, resulting in increasing productivity, efficiency and better service to our customers.

Despite our extensive experience, we are always looking for new and innovative ways to improve and develop. Exploring new software and processes are part of our working day. Our staff are continually encouraged and inspired to implement cutting edge solutions.

Our focus and expertise in BIM is rather unique. Having achieved BIM Level 2 accreditation in 2015 we became the **first civil and structural engineering consultancy in the UK to receive such an award**. This validated our advanced capability in modelling, analysis exchange and process maturity beyond compliance with UK standards, and we haven't stopped progressing.

We embrace trust based collaboration and recognise that working together creates benefits far greater than the sum of its parts. Clients, staff and design partners have gravitated towards this approach and the positives have been numerous.

Reduced rework, clash detection on site, intelligent data exchange, improved accuracy and greater transparency are just some of the quantifiable benefits we continue to share.

For project delivery we use a wide array of technical software, bespoke solutions and modules.

At the end of our projects all parties are more knowledgeable, experienced and better

equipped for the future and we see this as a great achievement. We openly share knowledge, models, processes and ideas and actively encourage our clients and sub-contractors to do the same.

Our attitude to digital innovation has been our unique selling point since our early days. BIM is integral and fundamental to the delivery of all our projects. There are no exceptions, it just makes eminent sense.

In practice we go beyond what is traditionally seen as BIM for Civil and Structural Engineers and routinely deploy our Laser Scanner, UAV and VR equipment.

All of our models are workshared for data segregation, most contain analysis data and other intelligent features beneficial to the digital twin envisaged for the lifecycle of the facility. Our current interests lie in mesh feature recognition from point clouds, LEAN processes and practical Virtual Reality.

We are also members of **Cyber Essentials Plus**, a government backed cyber certification scheme.



# The Adept Culture and Team

We know that a happy workforce leads to increased morale, productivity and efficiency.

## CULTURE AND TEAM

Our culture is based on being entirely staff and customer focused. We invest in tailor made training programmes (apprenticeship schemes, degrees, software and technical training and sales and management training) for our staff, to help them develop and progress in their career. Our staff have a wealth of experience, talent, skills and industry knowledge.

Our staff have taken part in a number of charitable events over the years, to raise money for different charities including Action Medical Research and Barnados:

- Yorkshire 3 Peaks
- York Cycling 100km Route
- Windermere 20 Challenge

A number of staff also provide 'volunteering days' to Lineham Farm Children's Centre in Leeds (who aim to enhance the lives of local children by organising respite breaks and holidays) to help out with improvements to the facilities. All Adept staff are provided with two days paid volunteering leave per annum.

Adept promotes social responsibility, growing our own talent, and promoting engineering and construction to young people.

## APPRENTICESHIP SCHEME

We run a successful Apprenticeship programme, employing students from Leeds College of Building and Barnsley College. We also support those working towards Degree Apprenticeships, with staff previously attending programmes at Leeds Beckett University and UCLan.

Every year new apprentices are recruited and developed, enabling them to learn and thrive. We are proud of our ability to support the engineers of tomorrow and have employed at least one apprentice every year since 2008.

We have also supported members of staff pursue their engineering qualifications part-time through the Open University.





Build your future and become a part of our success

INTERESTED?

To apply, please send you CV and covering letter to [jobs@adeptcsce.com](mailto:jobs@adeptcsce.com)

**Adept is an Equal Opportunities Employer**



**ADEPT**  
CIVIL AND STRUCTURAL CONSULTING ENGINEERS

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# ADEPT

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