



CIMA

Chartered Institute of
Management Accountants

THE CIMA TECHNICAL APPRENTICESHIP IN MANAGEMENT ACCOUNTING

**The first ever technical apprenticeship
in management accounting**

- ▷ Earn a salary
- ▷ Progress your career
- ▷ Get paid holidays
- ▷ Receive training
- ▷ Gain an internationally recognised qualification
- ▷ Learn job-specific skills



THE CIMA TECHNICAL APPRENTICESHIP IN MANAGEMENT ACCOUNTING



CIMA, together with a network of top employers, has created the first ever Technical Apprenticeship in Management Accounting. It's a fantastic non-university route into the world of business and finance for talented individuals.

A degree is no longer the only way to achieve a successful, well-paid career. In today's tough job market, having good business and finance knowledge and the practical skills employers need will help set you apart.

Accredited by the Scottish Qualifications Authority (SQA) as a level 8 qualification and approved by the Modern Apprenticeship Group (MAG) for Scottish government funding, the CIMA Technical Apprenticeship in Management Accounting is a structured new entry route into a great career in business and finance.

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WHAT IS A TECHNICAL APPRENTICESHIP?

An apprenticeship is a workplace training programme which includes a combination of on-the-job training and classroom learning. Apprentices earn a wage and gain real work experience, whilst working towards a nationally recognised qualification. Technical apprenticeships are designed to help develop higher skill levels, and include qualifications at SCQF level 8 – equivalent to the first stages of a degree.

WHO IS IT FOR?

The CIMA Technical Apprenticeship provides a work-based route for young people and adults to highly skilled careers in management accounting. It is most likely to suit high calibre individuals, aged 17+.

Apprentices need to be committed, motivated, enthusiastic and reliable, with a 'can-do' attitude. Technical apprenticeships are aimed at anyone who has completed qualifications at Higher Grade (SCQF level 6) or above.

Specific entry requirements will be set by employers for particular roles. The following is an indication of the levels where employers may choose to set their entry requirements in order to maximise their apprentices' chances of success:

- Three Highers including mathematics and English, or equivalent qualifications at SCQF level 6 (or above).
- Good communication skills, vocational experience and IT literacy.

HOW DO I FIND OUT MORE?

- Register your interest to be one of the first to hear about vacancies when they become available. Email bdc@cimaglobal.com with your name, age, address, email and phone number. Make sure the subject line reads: 'CIMA Technical Apprenticeship – registration of interest'.
- 'Like' CIMA UK on Facebook to hear about the latest vacancies and apprenticeships news: www.facebook.com/cimauk
- Visit us at: www.cimaglobal.com/scotapprenticeship

WHAT IS AN APPRENTICESHIP FRAMEWORK?

An apprenticeship 'framework' is essentially the qualification that an apprentice will work towards over the course of their apprenticeship. The framework sets out the knowledge and skills that someone should be able to demonstrate, and how they should be assessed.

The Technical Apprenticeship in Professional Services at SCQF level 8 has pathways in audit, tax, consulting and management accounting. All apprentices must be registered with the Sector Skills Council that manages this technical apprenticeship framework – the Financial and Legal Skills Partnership (FLSP).

What is the framework for the CIMA Technical Apprenticeship?

The official title of the CIMA Technical Apprenticeship is 'The FLSP Technical Apprenticeship in Professional Services (Management Accounting pathway)'.

This pathway has a framework that is composed of three elements:

Technical knowledge: gained by studying for and completing the CIMA Certificate in Business Accounting, CIMA's entry level qualification (see opposite). Please note students who have completed either a Higher National Certificate (HNC) in Accounting or a Higher National Diploma (HND) in Accounting will be able to apply for exemptions for this qualification.

The Diploma in Business Accounting Practice SCQF level 8: demonstrating work-based competence in areas such as management accounting techniques, time management, business relationships, spreadsheet

and presentation software, commercial awareness and communication skills. Please refer to SQA's webpage for details of the Diploma – www.sqa.org.uk

A careers skills component: learners must achieve a minimum of two career skills units amounting to at least 15 SCQF credit points. Please refer to SQA's webpage – www.sqa.org.uk for details of the career skills units that the SQA offers.

Successful apprentices will receive certificates from CIMA and SQA for the elements listed above and an Apprenticeship Certificate of Completion will be issued by FLSP.

Knowledge Qualification CIMA Certificate in Business Accounting

C01 Applying the Fundamentals of Management Accounting

- Basic costing
- Budgets
- Accounting and cost systems

C02 Applying the Fundamentals of Financial Accounting

- Regulatory framework
- Preparing accounts
- Accounting systems and controls

C03 Understanding and Applying the Fundamentals of Business Mathematics

- Basic maths
- Probability
- Financial maths
- Forecasting

C04 Applying the Fundamentals of Business Economics

- Economic environment
- Analysis for business decisions
- Market economy and role of government

C05 Applying the Fundamentals of Ethics, Corporate Governance and Business Law

- Elements of contract
- Company law
- Administration and finance
- Applying legal knowledge

WHAT IS CIMA?

CIMA is the world's largest professional body of management accountants offering the most relevant accounting qualification for a career in business.

WHAT IS MANAGEMENT ACCOUNTING?

There's more to management accounting than you might think. It includes, and adds value to, financial accounting. Management accountants play a vital role in managing business opportunities using evidence to develop dynamic solutions. Management accountants use information of all kinds, not just financial, to inform the strategy and help manage the future of the business. Management accounting is about looking beyond numbers and spreadsheets to add real value to a company.

Management accountants work in all areas of a business, in all types of organisations, all over the world. They work in finance, IT, marketing, HR, operations and senior management positions. They could be a project manager, a management consultant, a finance director or a chief executive, and many go on to run their own business.

What could I be doing as part of the CIMA Technical Apprenticeship?

You will have the opportunity to work within a wide variety of different businesses and functions and gain real practical experience. You will simultaneously study towards a professional qualification, laying solid foundations for a finance or commercial role in the future.

What could I do after completing the CIMA Technical Apprenticeship?

On completion of the CIMA Technical Apprenticeship in Management Accounting, you will have a variety of options to continue your career and progress, including:

- continuing to study for the CIMA Professional Qualification to become a Chartered Global Management Accountant
- completing further study through further education routes, such as 'topping up' to full degree level courses.

HOW CAN I APPLY?

You apply for apprenticeship vacancies in the same way you would for any job.

Vacancies for the CIMA Technical Apprenticeship are now live on employers' own websites and on CIMA's international jobs site:

- myjobs.cimaglobal.com

Employers and tuition providers will also advertise for vacancies using the Jobcentre Plus service, as well as online job boards including:

- indeed.co.uk/jobs-in-scotland
- vivastreet.co.uk/scotland
- friday-ad.co.uk/scotland
- scotland.locanto.co.uk
- jobtube.com
- myworldofwork.co.uk
- mappit.org.uk

You can also search for vacancies using the Apprenticeships in Scotland (AiS) website. On this site you can search by location, sector or employer. The CIMA Technical Apprenticeship in Management Accounting can be found under the 'Financial Services sector' across a variety of employers.

- apprenticeshipsinscotland.com



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Global professional accounting qualification and developer
of the Technical Apprenticeship in Management Accounting



Issuing authority of apprenticeships for the financial services, legal and accountancy sectors



Professional Services Framework Developer

