ENGINEERING TRAINING

OPEN COURSES

APPRENTICESHIPS

SUPPORT SERVICES

ISSUE: 24/06/2026

PETA®

ASPIRE TO LEARN ▸ APPLY TO ADVANCE

Welcome...

PETA offers over 200 courses and apprenticeship programmes in the most sought-after professional, digital and technical skillsets – from management training to health and safety qualifications, IT skills and engineering.

Today, PETA is one of the largest and most respected training providers on the south coast and we will continue to build on this reputation, transforming careers and building the next generation of business leaders and technical experts.

Our directory reflects a wide and increasingly flexible range of training, learning and development solutions. From short courses, tailored or bespoke training, webinars through to qualification-led outcomes including apprenticeships and advisory and consultancy services, we can offer a tailored service that aligns to the needs and requirements of your business. These can be delivered at customer's locations or in our dedicated training centres which are designed to create a quality environment for learning.

On behalf of all the team at PETA, we look forward to supporting your people development experience which we hope will lead to enhanced performance and you can join us in our belief of Aspiring to Learn and Applying to Advance yourself and your business.

Fiona Stilwell

CEO

Why Partner with PETA?

OUR PURPOSE

Our purpose is to create fair opportunities for young people to advance from education to employment and help local businesses champion personal development as a means of driving commercial growth.

We invest in people and support them in their aspiration to be the very best they can be, for themselves, their careers and for the businesses they work in.

Our Vision is to build the next generation of engineers, technical experts and business leaders and create a world where people training is at the forefront of business strategy.

OUR VALUES

ASPIRE - We whole-heartedly support our customers in their aspirations to grow by developing the skills they need to get there

LEARN - We always listen, learn and question the norm to create new best practices and encourage a lifelong passion for learning

APPLY - We champion the application of learning and its impact on business prosperity and personal growth

ADVANCE - We give local businesses and people a voice in how adult education and training should advance to best meet their personal and commercial needs

AGILE LEARNING SOLUTIONS

Our learning and development solutions offer a range of agile, adaptable and impactful courses. Training is flexible, so it works in harmony with busy work across a wide range of topics and delivery options:

- Short taught courses combined with pre- and post-course eLearning modules
- eLearning solutions covering Corporate and Apprenticeship programmes
- Qualification and endorsed programmes from respected organisations
- Tailored corporate courses aligned to your specific needs, business context and goals including blended learning options
- Coaching options, facilitating insights and perspective in establishing the conditions for behavioural and skills development
- Mentoring through advisory services in Safety, HR, Training, Lean and IT initiatives

Programmes can be delivered at our Portsmouth Training Centre or at your business premises on a date and time to suit you. Many of our courses offer multiple bookings discounts, enabling you to get the best from your learning and development budget.

Our team are on hand to help you to select the right training, learning and development for your business – all part of our service and commitment to you.

ADVISORY SERVICES

Tailored support from a trained professional to help you tackle key projects or day-to-day essentials in Safety, HR, Training and Business Improvement.

MEMBERSHIP

Enjoy discounts of 15% or more, the opportunity to attend key events for free and a whole host of other benefits as part of the PETA business community.

APPRENTICESHIP AND MANAGED SERVICES

Our Apprentice recruitment and Managed Service solutions help you to get the very best from your levy and access co-investment funds where applicable.

VENUE HIRE - BOOK OUR FACILITIES

Our amazing venue at Access Point is equipped with a range of conference rooms and our renowned Conference Room, perfect for awards ceremonies and prestigious events. Members get a 20% discount on our standard room hire rates.

Keep in contact with us at:

- www.peta.co.uk
- www.facebook.com/PETA.Training
- www.linkedin.com/company/peta-ltd
- www.twitter.com/PETA_training

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Technical Skills

Engineering Skills

18th Edition – Level 3 Award in Requirements for Electrical Installation BS7671-: July 2018

The latest 18th Edition Wiring Regulations Course is a must for all Electrical Installers

Duration	4 day - once per week	
Fees (+ VAT)	Member	£567.00
	Non-Member	£667.00
Start Date(s)	2026	2027
	14 September	

BOOK ONLINE »

WHO IS IT FOR?

This qualification is aimed at personnel involved in the electro technical sector such as electricians, designers and inspectors who need to update their knowledge to the IET, Wiring Regulations 18th Edition.

PLEASE NOTE

Delegates must provide their own copy of the IET Wiring Regulations 18th Edition publication. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

In an electrical industry guided by strict standards and evolving regulations, this course ensures your workforce is fully up to date and competent. The Level 3 Award in the Requirements for Electrical Installation BS 7671:2018 covers the 18th Edition Wiring Regulations (and relevant amendments), providing the essential knowledge required by electricians, maintenance personnel and technical leads who have responsibility for safe and compliant electrical installations.

Throughout the training, delegates will explore the scope, object and fundamental principles of BS 7671, gaining familiarity with definitions, general characteristics of installations, protection for safety and the requirements for the selection and erection of electrical equipment. They will also learn the regulations' stipulations for inspection and testing of electrical installations, as well as special installations and locations, and key appendices.

From a business perspective, this qualification ensures that your team is aligned with current regulatory standards—a pre-requisite for many registration bodies and competent person schemes. It supports risk reduction, compliance assurance and elevates your electrical installation capability to recognised industry benchmark. Practical benefits include improved quality of installations, enhanced confidence when dealing with statutory responsibilities and greater flexibility in workforce deployment.

On completion, delegates will hold a regulated qualification at Level 3, setting them apart as individuals who thoroughly understand BS 7671:2018 and can apply its requirements. For organisations this means stronger governance, enhanced safety-culture and a more professional, future-proof electrical team

Introduction to Basic Electrical Installation

Ideal for anyone wanting a stepping stone into the electrical installation industry

Duration	4 day - once per week	
Fees (+ VAT)	Member	£921.00
	Non-Member	£1,084.00
Start Date(s)	2026	2027
	10 November	

RELATED COURSES

- Electrical Equipment Testing [PAT]

BOOK ONLINE »

WHO IS IT FOR?

This introductory course is designed to provide learners with a solid working knowledge of electrical installation fundamentals, establishing both the theoretical and practical foundations required for safe, compliant electrical work. You'll begin by exploring the core principles of electrical engineering, including Ohm's Law and the relationship between voltage, current and resistance. You'll also cover key regulatory requirements, including the Electricity at Work Regulations 1989 and best practice safe systems of work and permit-to-work procedures.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

On the practical side, you'll gain hands-on experience in wiring an intermediate lighting circuit, a ring-final circuit, and a motor control circuit, as well as installation of junction boxes and terminal wiring. You will also study protection devices – including fuses, MCBs, RCDs and RCCBs – and learn to read simple electrical drawings and circuit diagrams. The course includes electrical system testing: continuity, polarity and insulation resistance.

From a business perspective, this course helps organisations raise the electrical awareness of their workforce, equipping operators and technicians with increased competence in recognising electrical hazards, applying safe installation methods and supporting maintenance or new build electrical tasks. It's ideal for those seeking to step into the electrical installation domain or for businesses wanting to embed a safer and more capable workforce. Delegates who complete the course will leave with enhanced practical skills, improved safety awareness and a strong platform to progress into more advanced electrical qualifications.

Intermediate Electrical / Electronic Course

Building upon a Basic Electrical Knowledge to Upskill a Multi-Disciplined Workforce

Duration	5 days	
Fees (+ VAT)	Member	£695.00
	Non-Member	£820.00
Start Date(s)	2026	2027
		14 June

BOOK ONLINE »

WHO IS IT FOR?

This intermediate-level course is tailored for engineers and technicians who have already completed foundational training in electrical installation, or who possess good mechanical and electrical system understanding. It builds on previous knowledge and dives into more advanced themes including AC/DC motors and control circuits, programmable logic controllers (PLCs) and sensor-based automation, and structured fault-finding methodology.

PLEASE NOTE

Attendees are required to provide their own PPE (Safety Boots are Mandatory). This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

Participants will gain hands-on experience working with real systems: from exploring motor types and control strategies, to wiring and commissioning sensor circuits, to fault diagnosis and remedial actions in practical labs. This blend of theory and practice ensures that candidates not only understand how circuits and control systems operate but can also troubleshoot faults effectively in live production-style environments.

For businesses, this means your engineering team evolves from basic installation capability into high-value contributors who can maintain, optimise and troubleshoot complex electrical and electronic systems. The course promotes safer working practices, reduces downtime by enhancing fault-finding and helps foster a multi-skilled workforce capable of adapting to evolving manufacturing or production technologies. Delegates leave with improved confidence, tangible skills, and a deeper understanding of how modern electrical and electronic systems interrelate.

Introduction to Milling and Turning

Creating specialised skills to operate Mills and Lathe in your business

Duration	4 day - once per week	
Fees (+ VAT)	Member	£1,122.00
	Non-Member	£1,321.00
Start Date(s)	2026	2027
	11 November	

RELATED COURSES

- Qualsafe Level 3 Award in First Aid at Work (RQF)
- IOSH Working Safely

BOOK ONLINE »

WHO IS IT FOR?

Mills and lathes are highly technical and demand specialist training to promote accuracy of work. This course is extremely safety-focused and will enable staff to operate to a high quality and safety standards.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Machine safety and guarding
- Understanding of machine controls
- How to read and use measuring tools
- Work holding devices
- Basic cutting tool identification and setting
- Reading and interpretation of engineering drawings
- Understanding and calculation of speeds and feeds
- Clocking in of machine vices or other work holding devices
- Basic milling operations
- How to use feeds and speeds
- Best practice turning techniques
- Manufacture an aluminium finger clamp and brass plum bob

Abrasive Wheels Safety Theory Training & Competence Assessment

Reducing the risk of injury from Abrasive Wheels through tailored in company training

Duration	1 day	
Fees (+ VAT)	Member	£213.00
	Non-Member	£250.00
Start Date(s)	2026	2027
	27 October	

RELATED COURSES

- IOSH Working Safely
- Qualsafe Level 3 Award in First Aid at Work (RQF)

BOOK ONLINE »

WHO IS IT FOR?

If you are changing or using any abrasive wheels, it is a legal Health and Safety requirement and the PUWER Regulations 1998, that you are competent to undertake the changing of such wheels. This assessment is designed for personnel responsible for the mounting of abrasive wheels.

PLEASE NOTE

Attendees are required to provide their own PPE. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Identifying hazards and risks arising from the use of abrasive wheels
- Precautions to be observed
- Selecting the right abrasive wheel for the task
- Correctly inspect and mount an abrasive wheel/diamond blade
- Handling, storage, and transport of abrasive wheels/diamond blades
- Safe working procedures when changing abrasive wheels (this varies depending upon type of machine)

Practical Skills for Engineers

An introduction into mechanical and electrical hands-on engineering practices

Duration		
Fees (+ VAT)	**Member**	**£**
	Non-Member	**£**
Start Date(s)	2026	2027

RELATED COURSES

- Introduction to Milling and Turning
- Introduction to Basic Electrical Installation
- Abrasive Wheels Safety Theory Training & Competence Assessment

BOOK ONLINE »

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

In today's fast-moving engineering and manufacturing environment, companies need technicians and engineers who can hit the ground running with hands-on, multi-skilled capability. Practical Skills for Engineers is designed to bridge the gap between theory and applied engineering practice. Over four distinct modules, this course develops core competencies in machine safety and documentation, electrical maintenance, hand-fitting and mechanical maintenance, providing a well-rounded skills base that supports operational reliability and team flexibility.

- Module 1 covers machine safety, data and documentation, equipping participants with awareness of machine guarding, risk-assessment, safe systems of work and the documentation that underpins maintenance regimes.
- Module 2 focuses on electrical maintenance and fault-finding, introducing fundamental electrical principles, continuity/insulation testing and safe permit-to-work processes.
- Module 3 explores hand-fitting techniques (such as filing, drilling, sawing and fitting) and
- · Module 4 delivers mechanical maintenance practice including disassembly/re-assembly of mechanical systems and use of hand and power tools in manufacturing contexts.

Whether you are looking to bring new recruits up to speed, refresh your experienced team or develop a multi-skilled resource pool, this course is a strategic investment in operational capability. With tailored scheduling available, businesses have the flexibility to deliver in-house or cohort formats, ensuring minimal disruption and maximum value.

Introduction to Metal Inert Gas/ Metal Active Gas Welding (MIG/MAG)

Developing basic welding techniques to be able to carry out temporary repairs

Duration	5 day - once per week	
Fees (+ VAT)	Member	£1,213.00
	Non-Member	£1,360.00
Start Date(s)	2026	2027
	5 October	

RELATED COURSES

- Introduction to Tungsten Inert Gas Welding (TIG)
- Abrasive Wheels Safety Theory Training & Competence Assessment

BOOK ONLINE »

WHO IS IT FOR?

This introductory course gives delegates practical experience in the safe use of MIG/MAG welding equipment, ideal for organisations seeking to upskill their maintenance or fabrication teams for basic welding repairs. For businesses, this course offers clear operational benefits. By building in-house MIG/MAG capability, you reduce reliance on external contractors for basic welding tasks, decrease equipment downtime and boost production availability. The course also supports regulatory compliance (such as under the Provision and Use of Work Equipment Regulations 1998 – PUWER) by ensuring staff are competent and confident in their welding role.

PLEASE NOTE

For this course you will need to bring appropriate PPE to include safety footwear. Fire retardant coveralls, welding helmets and gauntlets can be provided, however it would be advisable to bring your own if you have it. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

The training begins with a strong focus on health and safety: understanding hazards specific to MIG/MAG welding, the correct use of personal protective equipment (PPE), safe storage and handling of compressed gas cylinders, and the requisite pre-use equipment checks.

Participants are then introduced to the key principles of the MIG/MAG welding process: how the arc forms, the role of the consumable wire electrode, and the importance of the shielding gas in producing high-quality welds. Attendees learn how to set up the welding machines and components and receive a demonstration before moving into comprehensive hands-on practice. During the practical phase, delegates will weld under supervision, gaining familiarisation with equipment, torch control, joint preparation and basic weld creation.

Delivered at PETA's engineering facility, this course suits novices or existing staff who may need to carry out basic welding work as part of maintenance or fabrications. On completion, delegates will gain practical MIG/MAG welding competence, enhancing your internal capability, improving job-flexibility and delivering value to your operational

Introduction to Tungsten Inert Gas Welding (TIG)

Developing basic welding techniques to be able to carry out temporary repairs

Duration	5 days	
Fees (+ VAT)	Member	£1,213.00
	Non-Member	£1,360.00
Start Date(s)	2026	2027
	16 November	

RELATED COURSES

- Introduction to Metal Inert Gas/ Metal Active Gas Welding (MIG/MAG)
- Abrasive Wheels Safety Theory Training & Competence Assessment

BOOK ONLINE »

WHO IS IT FOR?

This introductory course is tailored for individuals who may be new to welding and need practical training in the use of TIG (Tungsten Inert Gas) welding equipment for general maintenance or repair work. The training covers key health & safety elements specific to TIG welding, including equipment checks, correct PPE usage, and safe handling and storage of compressed gas cylinders. Participants are shown how to set up the welding machine and its components, and a demonstration of the TIG welding process is provided.

PLEASE NOTE

For this course you will need to bring appropriate PPE to include safety footwear. Fire retardant coveralls, welding helmets and gauntlets can be provided, however it would be advisable to bring your own if you have it. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more

COURSE OVERVIEW

On the practical side, delegates gain hands-on experience with TIG equipment, applying the correct techniques to create welds such as butt joints, fillet welds and outside corner welds under supervision. The course emphasises safe working practices, machine setup and fault prevention, ensuring attendees leave with the confidence to carry out basic TIG welding operations in a maintenance context.

For business decision-makers, this course represents a strategic investment in workforce capability: enabling your staff to carry out basic in-house TIG welding reduces reliance on external contractors, cuts downtime of machinery and supports compliance with PUWER legislation and your health and safety obligations. By equipping your team with TIG-welding competence, your company gains greater agility, cost-effectiveness and in-house resource resilience.

The training is delivered at PETA's engineering facility in a realistic, workshop-style environment. Assessment includes a practical competency test involving different

Mechanical Fitting & Assembly Apprenticeship Unit

Building precision, quality, and confidence in mechanical operations

Duration		
Fees (+ VAT)	Member	£
	Non-Member	£
Start Date(s)	2026	2027

BOOK ONLINE »

WHO IS IT FOR?

Apprenticeship units are short, flexible training programmes designed to help employers quickly upskill their workforce in critical skill areas. This level 2 unit will help learners to develop practical engineering skills to improve precision, quality, and efficiency in mechanical operations. Over the course of 12 training sessions, learners will be supported to strengthen their skills in mechanical fitting and assembly. This unit covers core techniques, materials, tooling, and quality standards to ensure safe and efficient working practices.

PLEASE NOTE

To be eligible, learners must be aged 19+ and in full-time employment. Individuals currently undertaking an apprenticeship cannot enrol on Apprenticeship Units. Funding may be available through Apprenticeship Levy or government funding,

COURSE OVERVIEW

By the end of this unit, learners will be able to:

- Interpret technical documentation and specifications
- Plan and carry out mechanical fitting and assembly tasks
- Select appropriate tools, materials, and techniques
- Identify faults and carry out quality checks
- Work safely in line with industry regulations

Electrical Fitting & Assembly Apprenticeship Unit

Developing practical electrical skills for safe and effective performance

Duration		
Fees (+ VAT)	**Member**	**£**
	Non-Member	**£**
Start Date(s)	2026	2027

BOOK ONLINE »

WHO IS IT FOR?

Apprenticeship units are short, flexible training programmes designed to help employers quickly upskill their workforce in critical skill areas. This level 2 unit will help learners to build essential electrical skills to support safe installation, testing, and fault-finding in engineering environments. Over the course of 12 training sessions, learners will develop the core knowledge and practical skills required for electrical fitting and assembly. Learners will gain experience in wiring, circuit assembly, testing, and fault diagnosis, alongside strong foundations in safety and compliance.

PLEASE NOTE

To be eligible, learners must be aged 19+ and in full-time employment. Individuals currently undertaking an apprenticeship cannot enrol on Apprenticeship Units. Funding may be available through Apprenticeship Levy or government funding,

COURSE OVERVIEW

By the end of this unit, learners will be able to:

- Interpret electrical specifications and technical documentation
- Carry out electrical fitting, wiring, and assembly tasks
- Test systems and diagnose faults effectively
- Apply safe working practices and procedures
- Deliver high-quality, compliant electrical work

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Apprenticeships

Engineering Apprenticeships

Engineering Operative Level 2

Gain common and specific skills across the manufacturing and engineering sector

QUALIFICATIONS

- Level 2 Diploma in Engineering Operations (Skills)
- Level 2 Certificate in Engineering Operations (Knowledge)
- English Functional Skills Level 1 (if required)
- Maths Functional Skills Level 1 (if required)

Duration	**15 Months**
Off-the-job-training	**Day Release**
Start date	**Flexible to suit**

APPRENTICESHIP OVERVIEW

This apprenticeship develops the knowledge, skills, behaviours and attitudes of staff in the following areas:

Knowledge

- Obtain the necessary job instructions, engineering drawings or specifications and how to interpret them
- Comply with relevant statutory, quality, environmental procedures/systems
- Understand organisational and health and safety regulations relating to engineering operations
- Commercial considerations and their role/responsibilities within the business, how this impacts and supports company targets
- Engineering operational practices, processes and procedures
- Identify potential problems within engineering operations and how they can be avoided

Skills

- Working safely at all times and comply with health and safety legislation, regulations, environmental procedures and other relevant guidelines
- Identifying and dealing with any risks, hazards, hazardous situations and problems that may occur in the engineering environment, within the limits of their responsibility
- Demonstrating effective communication skills which include oral, written and electronic
- Completing the appropriate documentation accurately, efficiently and legibly using the correct terminology, where required
- Extracting the correct data/information from documentation, specifications and work instructions in accordance with time constraints and the roles and responsibilities identified for the engineering activities
- Selecting and using appropriate tools, equipment and materials to carry out the engineering operation
- Dealing appropriately with any problems that may occur within the manufacturing environment, within the limits of responsibility
- Working efficiently and effectively at all times, maintaining workplace organisation and minimising waste

Behaviours

- Works effectively as part of a team
- Effective communication and interpersonal skills
- Focus on quality management and problem solving
- Continuous personal development

Engineering Fitter Level 3 - Day Release

Engineering Fitters perform a vital role in producing complex high-value, low-volume components or assemblies.

QUALIFICATIONS

- Foundation Phase
  - 6 Foundation Engineering units
- Development Phase
  - BTEC Level 3 Diploma in Advanced Manufacturing Engineering
  - Level 3 Diploma in Mechanical Manufacturing Engineering
- Maths and English
  - English Functional Skills Level 2 (If required)
  - Maths Functional Skills Level 2 (If required)
- Professional Membership
- Opportunity to register as an Engineering Technician

Duration	**45 Months**
Off-the-job-training	**Day release**
Start date	**Flexible to suit**

APPRENTICESHIP OVERVIEW

This apprenticeship develops the knowledge, skills, behaviours and attitudes of staff in the following areas:

Core Knowledge

- Materials used in components/assemblies their use and application considerations
- Principles of design and operation
- Manufacturing and assembly processes
- Safe use of tools and equipment
- Component/assembly specifications, what they are and how to use them
- Techniques for measuring, marking, cutting and drilling materials accurately, safely and economically and manufacturing processes
- Engineering mathematical and scientific principles, methods and techniques
- Engineering data
- Component/assembly documentation
- Quality standards for components/assembly and the application of ISO 9001
- Health & Safety at Work Act
- Environmental considerations
- Communications; verbal and written
- Planning techniques – resources, tools, equipment, people; time management
- Component/assembly quality checks
- Faults and problem-solving techniques
- Improvement techniques
- Fitters' role in wider operation
- Contribution to commercial operations

Core Skills

- Reading, interpreting and understanding the component/assembly specification, diagrams, drawings and work instructions
- Planning component/assembly task – materials, tools and equipment
- Preparing work area
- Using appropriate hand-fitting tools
- Checking tools during and after task completion; identifying and reporting defects
- Measuring and testing, checking/inspecting component/assembly
- Problem solving; analysing the issue and fixing
- Applying improvement techniques
- Communicating with colleagues/customers
- Completing documentation
- Restoring the work area on completion
- Procedural waste disposal
- Operating within limits of responsibility
- Operating in line with quality, health & safety and environmental policy and procedures

Core Behaviours

- Takes personal responsibility
- Works effectively in teams
- Effective communicator
- Committed to personal development

Machining Technician – Level 3

Machining technicians produce complex and precision machined products that are typically used in machinery.

QUALIFICATIONS

Throughout your course you will cover a range of different units that will help to develop your knowledge of engineering theory and give you the chance to gain practical hands-on experience in our workshop.

These will include general machining techniques, advanced milling & turning techniques, advanced manufacturing (CNC), additive manufacturing processes and engineering design.

In addition, you will achieve the following qualifications:

• Level 3 City & Guilds Diploma in Machining

Duration	**48 Months**
Off-the-job-training	**Day release**
Start date	**Flexible to suit**

APPRENTICESHIP OVERVIEW

This apprenticeship develops the knowledge, skills, behaviours and attitudes of staff in the following areas:

Knowledge

• Awareness of health and safety, hazardous waste and environment and sustainability regulations
• Understanding engineering representations and mathematical and scientific principles
• Understanding planning techniques
• Understanding engineering materials and their structure
• Awareness of engineering standards and regulations
• Understanding tooling and work-holding devices: purpose and operation of devices for complex machining tasks.
• Understanding engineering machining processes tools and equipment
• Understanding machining operations and techniques to produce complex components.
• Understanding quality assurance: principles, practices and record keeping.
• Understanding fault finding, diagnostic methods and techniques for identifying engineering and manufacturing problems.
• Understanding the use and application of measurement, calibration and testing equipment.
• Communication techniques: verbal. Machining industry terminology.
• Understanding documentation - electronic and paper.
• Understanding housekeeping and maintenance practices and techniques
• Understanding how organisations vary regarding their work, culture, values and production processes
• Understanding inspection processes and procedures; documentation and escalation.
• Understanding technological development and innovation in the machining sector
• Understanding continuous improvement principles and practices
• Understanding equality, diversity and inclusion requirements in the workplace.
• Understanding stock and services considerations.

Skills

• Complying with statutory health and safety, and sustainability regulations and procedures.
• Preparing, setting up, operating and adjustment conventional or CNC machines.
• Applying risk assessment and hazard identification processes
• Monitoring, obtaining and checking stock and supplies, and completing stock returns.
• Recording information
• Reading and interpreting information used to produce machined components.
• Applying engineering, mathematical and scientific principles.
• Planning and organising own work and resources.
• Following and applying inspection, quality assurance procedures and processes.
• Selecting machining process and selecting and setting up tooling and work holding devices.
• Setting and adjusting machine operating parameters.
• Applying machining operations and techniques to produce complex components with features.
• Measuring and checking components.
• Selecting and checking condition of tools and equipment
• Identifying and actioning issues in the manufacturing process.
• Applying fault-finding and diagnostic testing procedures
• Maintaining the work area and return any resources and consumables.
• Following machine shut down, safe isolation, handover, start up procedures.
• Applying continuous improvement techniques.
• Applying ethical and team working principles.

Behaviours

• Prioritise health and safety
• Work effectively with others
• Committed to continued professional development (CPD)
• Support an equal, diverse and inclusive culture

Technical Support Technician Level 3

Providing technical expertise supporting the provision of services/products

QUALIFICATIONS

- Level 2 Diploma in Advanced Manufacturing Engineering (Foundation Competence)
- BTEC Level 3 Diploma in Advanced Manufacturing Engineering (Development Knowledge)
- Level 3 Diploma in Advanced Manufacturing Engineering - Technical Support (Development Competence)
- English Functional Skills Level 2 (if required)
- Maths Functional Skills Level 2 (if required)

Duration	**48 Months**
Off-the-job-training	**Day release**
Start date	**Flexible to suit**

APPRENTICESHIP OVERVIEW

This apprenticeship develops the knowledge, skills, behaviours and attitudes of staff in the following areas:

Core Knowledge

- Understanding the importance of complying with statutory, quality, organisational and health and safety regulations
- Understanding of general engineering/manufacturing mathematical and scientific principles, methods, techniques, graphical expressions, symbols formulae and calculations used by engineering technicians
- Understanding the structure, properties and characteristics of common materials used in the sector
- Understanding the typical problems that may arise within their normal work activities/environment
- Understanding approved diagnostic methods and techniques used to help solve engineering/ manufacturing problems
- Understanding the importance of only using current approved processes, procedures, documentation and the potential implications for the organisation if this is not adhered to
- Understanding and interpreting relevant engineering/manufacturing data and documentation in order to complete their job role
- Understanding the different roles and functions in the organisation and how they interact
- Understanding why it is important for an organisation to continually review their processes and procedures

Core Skills

- Obtaining, checking and using the appropriate documentation (such as job instructions, drawings, quality control documentation)
- Working safely at all times, complying with health, safety and environmental legislation, regulations and organisational requirements
- Planning and, where applicable, obtaining all the resources required to undertake the work activity
- Undertaking the work activity using the correct processes, procedures and equipment Carrying out the required checks (such as quality, compliance or testing) using the correct procedures, processes and/or equipment
- Dealing promptly and effectively with engineering/manufacturing problems within the limits of their responsibility using approved diagnostic methods and techniques and report those which cannot be resolved to the appropriate personnel
- Completing any required documentation using the defined recording systems at the appropriate stages of the work activity
- Restoring the work area on completion of the activity and where applicable return any resources and consumables to the appropriate location

Core Behaviours

- Personal responsibility, resilience and ethics
- Work effectively in teams
- Effective communication and interpersonal skills
- Focus on quality and problem solving
- Continuous personal development

Engineering Maintenance Technician (Electrical) - Level 3

The Engineering Maintenance Technician (Electrical) apprenticeship is designed to give you the technical skills and real world experience needed to maintain and repair mechanical plant, equipment, and systems.

QUALIFICATIONS

Foundation Phase

- Completion of **6 Foundation Engineering Units**

Development Phase

- **BTEC Level 3 Diploma in Advanced Manufacturing Engineering**

Maths & English (if required)

- Functional Skills Level 2 in English
- Functional Skills Level 2 in Maths

Duration	**46 Months**
Off-the-job-training	**Day release**
Start date	**Our next programme intakes are: September 2026**

APPRENTICESHIP OVERVIEW

This apprenticeship develops the knowledge, skills, behaviours and attitudes of staff in the following areas:

Core Duties You'll Learn to Perform

- Follow and promote workplace **health, safety and environmental standards** (e.g., risk assessments, emergency procedures).
- Communicate with stakeholders, including planning and coordinating maintenance tasks.
- Prepare for engineering maintenance by organising resources, parts, and consumables.
- Review and accept job requirements such as safe systems of work and permits.
- Ensure all work meets regulatory and company quality standards.
- Complete post-job tasks such as sign-off and handing equipment back to operations.
- Accurately record maintenance activities, including reports and stock records.
- Support continuous improvement activities to increase safety, reliability and efficiency.

Specialist Electrical Duties

You will develop the ability to:

- Carry out **planned, preventative and reactive electrical maintenance**.
- Diagnose and resolve faults on electrical equipment and systems.
- Remove, replace, and install electrical plant and components.
- Inspect, test and examine electrical equipment.
- Ensure availability and performance of electrical maintenance tools and equipment.

Engineering Maintenance Technician (Mechanical) - Level 3

The Engineering Maintenance Technician (Mechanical) apprenticeship is designed to give you the technical skills and real world experience needed to maintain and repair mechanical plant, equipment, and systems.

QUALIFICATIONS

Foundation Phase

- Completion of **6 Foundation Engineering Units**

Development Phase

- **BTEC Level 3 Diploma in Advanced Manufacturing Engineering**

Maths & English (if required)

- Functional Skills Level 2 in English
- Functional Skills Level 2 in Maths

Duration	**46 Months**
Off-the-job-training	**Day release**
Start date	**Our next programme intakes are: September 2026**

APPRENTICESHIP OVERVIEW

This apprenticeship develops the knowledge, skills, behaviours and attitudes of staff in the following areas:

Core Duties You'll Learn to Perform

- Follow and promote workplace **health, safety and environmental standards** (e.g., risk assessments, emergency procedures).
- Communicate with stakeholders, including planning and coordinating maintenance tasks.
- Prepare for engineering maintenance by organising resources, parts, and consumables.
- Review and accept job requirements such as safe systems of work and permits.
- Ensure all work meets regulatory and company quality standards.
- Complete post-job tasks such as sign-off and handing equipment back to operations.
- Accurately record maintenance activities, including reports and stock records.
- Support continuous improvement activities to increase safety, reliability and efficiency.

Specialist Mechanical Duties

You will develop the ability to:

- Carry out **planned, preventative and reactive mechanical maintenance**.
- Diagnose and resolve faults on mechanical equipment and systems.
- Remove, replace, and install mechanical plant and components.
- Inspect, test and examine mechanical equipment.
- Manufacture or assemble mechanical components such as bespoke gaskets.
- Maintain tools and equipment to ensure performance and availability.

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Essential Information

Essential Information

PETA Course Booking Terms and Conditions

Our aim is to make your training experience with us as comfortable and pleasant as possible. Call 023 9253 8700 or email enquire@peta.co.uk for help with booking your courses.

Here is some key information to guide you.

WHEN DO THE COURSES START AND FINISH?

Most courses commence at 9.15 am and coffee and registration take place from 8.45 am. Typically, courses finish at 4.30 pm. Lunch is usually between 12.30 pm and 1.30 pm. Refreshments are provided mid-morning, lunch time and mid-afternoon.

WHAT IF I AM DISABLED OR HAVE SPECIAL NEEDS?

We are committed to offering courses and facilities that respect differing needs and are accessible to all. If you do have a requirement, please contact us and we will explore with you how best to support your specific needs.

WHAT DO I NEED TO BRING WITH ME?

Your joining instructions (sent approximately two weeks prior to the course), will explain details of venue, start time, car parking facilities and information about what you need to bring with you. We do encourage individuals to consider their traveling arrangements to minimise the impact on the environment.

FEES

All fees listed in the Directory are subject to VAT and (unless otherwise stated) include refreshments, lunch (for courses of one day or more) and all training materials. When booking your course, please be sure to familiarise yourself with our terms which are detailed on the reverse of the booking forms.

HOW TO PAY

You can book and pay online at www.peta.co.uk. Members will be invoiced on commencement of a service unless otherwise agreed. Payment is required 30 days from date of the invoice.

Non-Members are required to pay at the time of booking and can pay online, by credit card or by bank transfer. However, payment must be received PRIOR to service commencement. If a purchase order is required, please quote the number on your booking form.

HOW TO MAKE A COURSE BOOKING

- Online: www.peta.co.uk
- Telephone: 023 9253 8700
- Email: enquire@peta.co.uk

REGISTRATION FEES

Registration fees for accredited programmes are not refundable or transferable.

TRANSFERS AND CANCELLATIONS ESSENTIALS

First transfer and cancellation fees

Substitutions may be made at any time up to the start of the course. Transfers and late cancellations will, however, incur the following charges based upon the time of receipt of written notification prior to the course commencement date.

Working Days	Substitutions	Transfers	Cancellations
11-15	**Free**	**Free**	**25% Fee**
6-10	**Free**	**25% Fee**	**50% Fee**
Less than 6	**Free**	**50% Fee**	**Full Fee**

Delegates who fail to attend will be charged the full fee.

PETA CANCELLATION

In the event of cancellation for any reasons whatsoever or howsoever by PETA Ltd, the limit of PETA's liability shall be to use its best endeavours to give notice of such cancellation and no further.

CONTACT US

Any questions you would still like to ask PETA?

Call us on 023 9253 8700 or e-mail enquire@peta.co.uk

PETA
ASPIRE TO LEARN • APPLY TO ADVANCE

SUPPORT SERVICES

- Safety, health and Environment
- Training and HR
- ICT Applications Support
- Business Improvement
- Coaching Services

Book your training online at:

- www.peta.co.uk
- enquire@peta.co.uk
- 023 9253 8700

PETA Limited is an equal opportunities provider of training and welcomes all sections of the community.

PETA Management and Training Conference Centre
One Access Point, Northarbour Road
Portsmouth, Hampshire, UK PO6 3TE

APPRENTICESHIPS

- Apprenticeship Levy Managed Service
- Business
- Management
- IT and Digital
- Engineering

OPEN COURSES

- Management and Leadership
- Personal Development
- Business Improvement and Quality Management
- Customer Service and Sales
- HR Training
- Computer Applications, Software and Infrastructure
- Safety, Health and Environment
- Lift Truck and Mechanical Handling
- Engineering Skills