

## Case Study - Adil Sandu



### **Adil Sandu is a 17-year-old Advanced Business Administration Apprentice from London**

Adil's family moved to India when he was 14 years old, where he attended an International School in India and completed International GCSE's. At age 16 Adil decided to move back to England to live with his Uncle to study A Levels, but he quickly realised that this wasn't the right route of further education for him.

Adil saw an advert for an NHS apprenticeship in Business Administration, before commencing the apprenticeship Adil commenced a traineeship, to prepare him for the work environment. The traineeship involved four weeks work experience at Homerton University Hospitals NHS Foundation Trust.

The traineeship gave Adil an insight into the type of work involved in the NHS; he really enjoyed the work and wanted to continue onto an apprenticeship with the NHS. He applied for an apprenticeship at Homerton University Hospitals NHS Foundation Trust and was successful. Adil is now currently undertaking a 12 month Advanced Business Administration Apprenticeship with Jobwise Training.

Adil works in the Outpatients Department at Homerton University Hospitals NHS Foundation Trust, his role involves checking patients in and out, working on the main reception desk, greeting patients, making appointments, answering the telephone, organising patient transport, prepping notes, filing, and updating the computer system. There are many different clinics Adil covers, so he has an understanding of how each clinic operates.

Adil attends the apprenticeship training centre once a month for lectures and he is visited regularly by his assessor who observes him in the workplace.

He really enjoys getting the opportunity to spend time in different clinics, to expand his knowledge and understanding; the Managers are currently looking into a rotational plan so Adil gains as much experience and development as possible. Adil chose the NHS as he feels there are many opportunities to progress and develop his career.

Adil would like to progress onto Level 4 Professional and Business Administration, in the future he would like to line manage staff and work in a corporate department like Human Resources.

## **Adil's Top Tips**

- Gain work experience or complete a Traineeship first
- Completing an Apprenticeship means you get paid for studying
- Apprenticeships give you a real life work experience
- It is a great start to your career
- Be organised with course work, always finish before starting the next task