



career builder schemes

a world leader  
in the global  
crew seat market



a growing share  
of the galley  
inserts market



award-winning  
innovation



a significant share  
of the executive jet  
passenger seat market



world-class engineering  
and manufacturing  
capabilities

[Ipeco.com](http://Ipeco.com)



Ipeco.com

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## welcome to our Training Centre

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As a former Ipeco apprentice, I count myself as one of the many success stories of the Ipeco Training Centre. I am proud of the fantastic and exciting new opportunities being offered by Ipeco.

The Ipeco Training Centre is dedicated to finding talented local people and working with them to create and build their skills and knowledge to encourage them to build a career within our business. There are no limits to what you can achieve here at Ipeco. Our training programmes are unique in that the range of outcomes are diverse. Trainees can become design engineers, buyers, accountants, assemblers, CNC machine tool setter/operators, programmers etc. They take positions of responsibility within the Company at all levels – supervisors, managers and even vice-presidents.

To ensure we are guiding you and your skill sets in the right direction, we offer recognised qualifications alongside unique work experience opportunities. We have our own self-funded training facility and we pride ourselves on having a great, tight-knit training team with years of Ipeco experience.

Everyone is welcome to visit and learn more about the opportunities at Ipeco and we look forward to working with you very soon.

### **Alec J White**

Ipeco Group Training Centre Manager



## message from CEO

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We have been training engineering apprentices since the late 1960s and you will often hear people at Ipeco describe them as the 'life-blood' of our company. We take great pride in the progress of our young people and owe much of our continued business prosperity to those who have taken the decision to join us and place their future in our hands.

Ipeco is fortunate to work in an industry that has a strong bias towards long-term planning. Establishing and sustaining long-term customer contracts delivers a relatively stable revenue stream and this gives us the ability to invest in training our staff, young and old. We are focused on developing knowledge and skills to build careers and create a workforce that will play an important part in our future and share our success.

In 2005 our training programmes took a quantum leap when Ipeco invested in its own training facility. There was an explosion of young people bringing energy and enthusiasm and we see this shift in dynamics whenever we welcome new employees onto our training schemes.

Now new programmes are being introduced which provide the opportunity for anyone, regardless of prior experience, to re-train as a machine operator or assembler. These are exciting initiatives as they offer the possibility of career changes to a wide audience and this enables Ipeco to tap into a new pool of talent.

Every day I am impressed by individual achievements throughout the business and I welcome every new trainee to participate in the wonderful success story that is Ipeco.

**Steve Johnson**  
CEO



Boeing 787 pilot seat



## company profile

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Ipeco Holdings Limited is a world leader in aircraft crew seating and enjoys a substantial position in executive passenger seating with a developing share of the galley insert sector. The Company has developed an extensive manufacturing capability to deliver these products and independently offers high precision engineering solutions including salt bath brazed chassis, composite structures and electronic power management systems. Ipeco is a global company operating on several continents and always strives to offer its customers total flexibility, integrity, reliability and satisfaction.

Ipeco was founded in 1960 as a private company and is now in its third generation of family ownership. During this time Ipeco has enjoyed considerable success which it believes underlines the valuable and developing long-term relationships it holds with both its customers and suppliers. Another significant source of this achievement can be found across the Company's employee base into which it continues to make considerable investment, training and coaching to provide a high level of opportunity, integrity and performance. Ipeco also invests heavily in seeking ever faster innovation and process change across its products and services to meet and exceed customer expectations.



Ipeco is a socially responsible organisation with exceptional health, safety and environmental practices. It adheres to all current industry regulations in these areas as well as in its conduct from both a commercial and legal standpoint. The Company has equally high expectations of its sales, customer support and supplier network. Above all, Ipeco wishes to be seen as an employer people want to work for and an employer that customers want to do business with, at all times providing the infrastructure, management and vision to deliver excellence in all that it does.

# why choose Ipeco?

Proven provider of training



A vision for the future



Long term order books with major customers



Fully accredited to deliver qualifications



Almost 60 years of experience in the industry



Superb opportunities after training is completed



Excellent quality standards



Heavy investment in innovation and improvement



Far reaching and exciting plans for the next five years



## our facility



### Previous experiences



“  
Joining the Ipeco apprenticeship scheme has been my best decision. I have learned so much about the manufacturing processes which go into formulating components, and the tooling which is required to create physical objects. I am looking forward to the next steps into the development of my apprenticeship and my career for the future.

**James Nisbet**  
Current Apprentice  
(1st Year)

The Training Centre opened in September 2005 with its first intake of apprentices. It has full accreditation from City & Guilds, Highfield Qualifications and Excellence, and Achievement & Learning (EAL) to deliver a wide range of qualifications. The Training Centre has also more recently introduced a portfolio of training courses, including e-learning, to assist in skills development for employees across the Company.

Our dedicated training facility in Southend comprises a fully equipped engineering workshop with several training rooms and a team of energetic full-time training instructors. The workshop facility has CNC and conventional machine tools, together with bench-fitting and mechanical inspection sections. Within the workshop boundaries is an ICT suite with CAD software and computers networked to CNC machines for programming activities.



## support available

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The Training Centre team

We are an enthusiastic, dedicated and passionate crew, which fully believes that the future of the Company depends on the strength of its people to stimulate, challenge and innovate new ideas. We have over 132 years' collective experience from many different areas of Ipeco, so we can assure any new candidate that they are in safe hands.

Everyone within the training team promises to dedicate our time and effort to enable all of our team players to achieve their full potential.

The training schemes detailed in this brochure, including on-going training and development support to all parts of Ipeco, provide a varied and comprehensive set of training materials.

We are also underpinned by a strong mentoring network across the business that supports Ipeco's future and current team members on placements around the business, or when we need some specialist help in providing training.



### Previous experiences



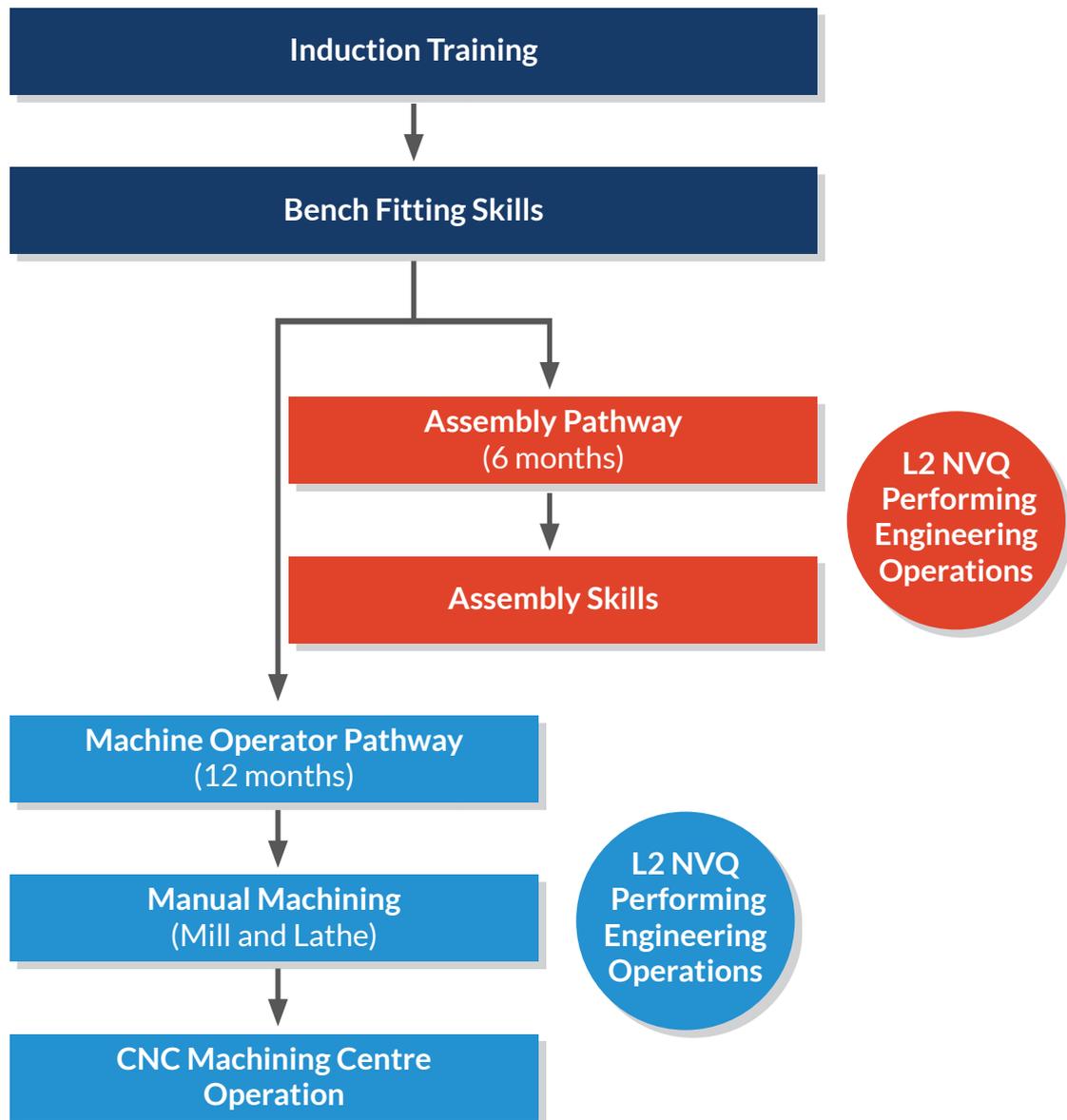
I have learnt valuable skills and gained useful qualifications that can be used to further my career within Ipeco.

**Hayley Robinson**  
Current Apprentice  
(2nd Year)

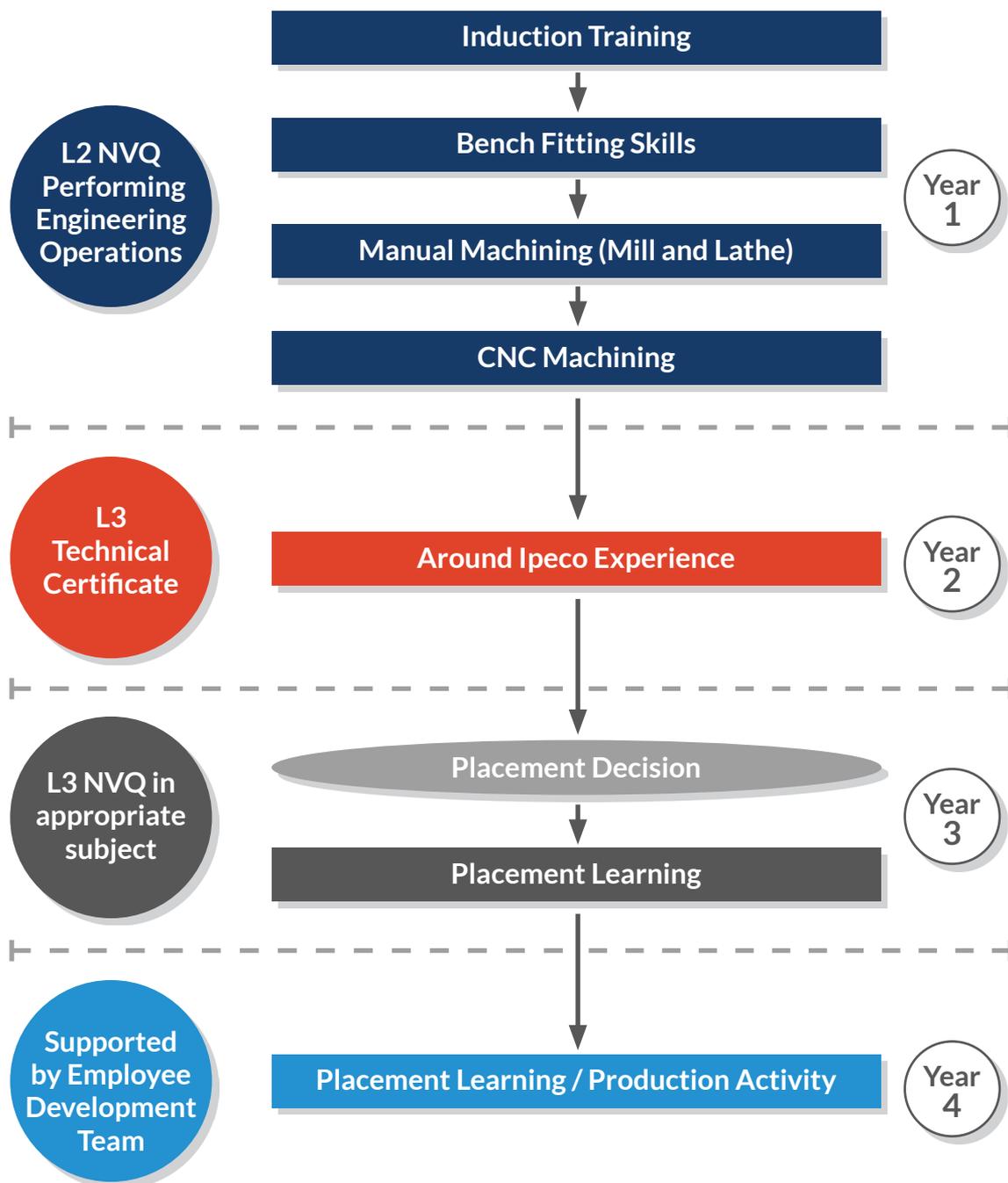
# training programmes

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## Career Builder Scheme



## Extended Career Builder Scheme



## more than an apprenticeship



### Previous experiences

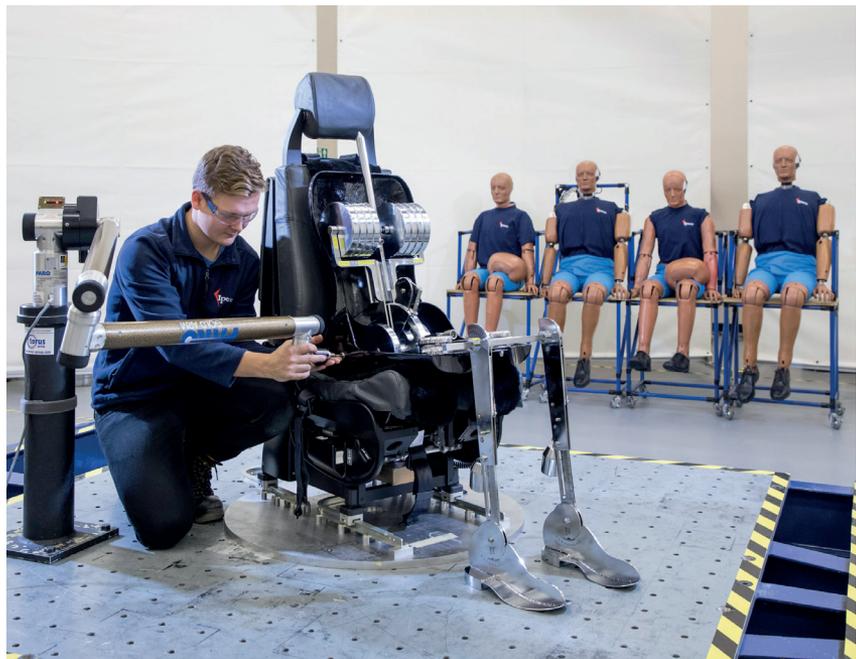


I undertook the Ipeco advanced apprenticeship scheme straight from school. When I joined at 16 I did not know what career path to follow. Ipeco gave me a number of opportunities to choose from during the programme. Since completing my apprenticeship, I have progressed through the ranks and am now a qualified precision CNC machine tool programmer. There is no limit in how far I can push myself, so let's see what challenges are next.

**Paul Holland**  
Former Apprentice –  
now CNC Machine Tool  
Programming Engineer

Over the long period of time that Ipeco has been training apprentices there have been many changes to the way apprenticeships are delivered nationally. The decision to open our own training centre in 2005 was based around our wish to see young people being given the opportunity to develop a breadth of engineering skills that would in time facilitate specialism in a discipline that would suit each young person's own attributes and interests.

We believe that the Government's introduction of new apprenticeship standards narrows the training curriculum unnecessarily, forcing young people to make decisions about career outcomes too early in the process. We have therefore taken the decision not to adopt the new apprenticeship standards. Instead we will be offering an enhanced young person's training programme based on the very successful 4-year apprenticeship scheme that we have been delivering since 2005. In addition, Ipeco is delighted to be offering new schemes for more experienced individuals that wish to change career or retrain in a new trade. Collectively we are calling these programmes the 'Ipeco Career Builder Schemes'.



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## career builder schemes

### The concept

To deliver a comprehensive training scheme that provides skilled employees. Offering recognised qualifications and business experiences that provide a broad grounding in the way Ipeco operates to equip employees with the understanding they need to be successful.

### The flexibility

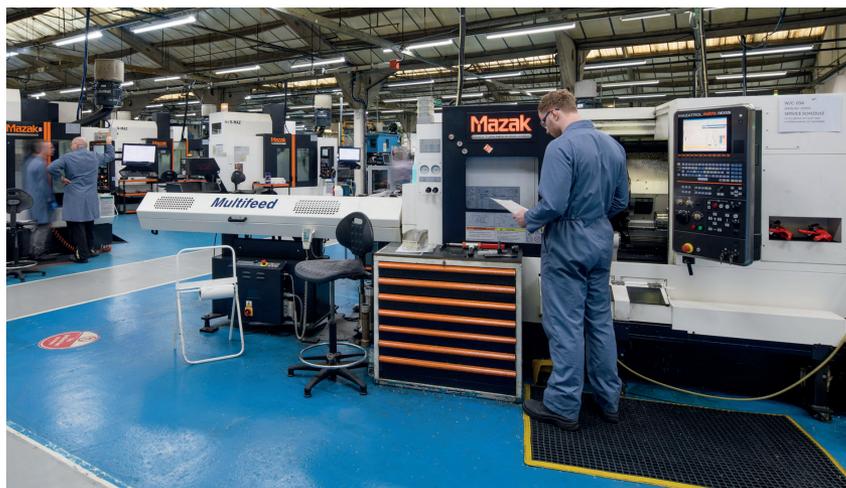
To offer training in the many different functions of Ipeco and match the training offered to the needs of Ipeco at any given time whilst continuing to provide a stable set of core skills required in all areas of Ipeco.

### Exciting

To provide training in new and innovative ways that are not tied to Government schemes, but are relevant to the candidate and Ipeco, today and into the future. This allows us to develop new methods of learning that offer an experience rather than rely upon formal theory lessons. Although these are required for parts of the scheme.

### Endless opportunities

To offer a broad range of placements in the business and continued progression paths. These ensure that once training has finished, there is no limit to what is achieved with the right skills and attitude, supported by development opportunities.



### Previous experiences



Following two years of full-time work in a job that I despised, I was fortunate to be one of the lucky aspiring engineers to obtain the status of being an Ipeco apprentice. All the experience and guidance from the instructors and managers within the Training Centre has allowed me to unlock my potential as a precision engineer. I am able to improve my machining skills and technique on a daily basis. Importantly, I wake up looking forward to my day's work and my future career at Ipeco.

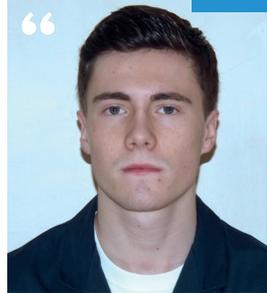
**Connor Hudson**  
Current Apprentice  
(1st Year)



## career builder scheme (assembly)



### Previous experiences



“ After leaving school I was delighted to be accepted by Ipeco. I was nervous about how much I needed to learn but the training took me step- by-step through the basics which helped me improve my skills quickly. This gave me the confidence to learn and master more advanced techniques. Now as a CNC turner setter, operator and programmer I feel I have achieved a level of ability that is truly useful to the Company. I really enjoy what I do, my job has changed my life and I feel I am set on a path to become a truly skilled engineer.

**James Rolfe**  
Former Apprentice – now  
CNC Setter / Operator

### Purpose

To provide the basic engineering skills required to take up a position in one of Ipeco's assembly lines.

### Length

6 months

### Entry requirements

- Open to all applicants aged 18 or over
- A desire to learn new skills
- GCSE Maths & English at C (4) or above is desirable
- A genuine interest in Engineering

### Qualifications gained

- Level 2 NVQ – Performing Engineering Operations



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## career builder scheme (machine operator)

### Purpose

To provide the basic engineering skills and understanding to take up a position operating one of Ipeco's machining centres.

### Length

12 months

### Entry requirements

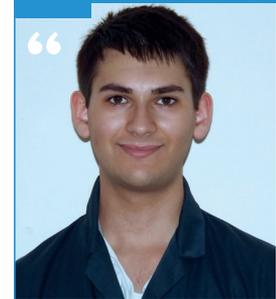
- Open to all applicants aged 18 or over
- A desire to learn new skills
- GCSE Maths & English at C (4) or above is desirable
- A genuine interest in Engineering

### Qualifications gained

- Level 2 NVQ – Performing Engineering Operations



### Previous experiences



“After completing my A-Levels I applied for the Ipeco Advanced Apprenticeship Scheme along with university. I was impressed by what the Ipeco apprenticeship scheme could offer so I decided to defer my university place and start the apprenticeship. I learnt so much during my first year that I didn't think twice about my decision. I have progressed through the Engineering Department to be the Lead Design Engineer on new galley products. After the apprenticeship I was sponsored through a Mechanical Engineering degree to further my development.

**Andrew Gupta**  
Former Apprentice –  
now Design Engineer



## extended career builder scheme



### Previous experiences



“After three years of being at Ipeco, I feel like I am on my way to becoming a highly skilled engineer.

The scheme has taught me a wide variety of knowledge and skills within engineering which helped me pass my qualifications with ease. Visiting every aspect of the business has enabled me to gain valuable experience for the future. Now a third year apprentice, I am working within the Manufacturing Engineering department where I will be able to put my skills into practice. I hope to become a valuable member of the 'ME' team.

**Jake Meldrum**  
Current Apprentice  
(3rd Year)

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### Purpose

To provide the foundational skills for a long and progressive career at Ipeco. To develop those skills and become proficient in the core engineering abilities required and then go on to specialise in a chosen subject relevant to the placement given with Ipeco.

### Length

4 years

### Entry requirements

- Open to all applicants aged 16 or over
- A desire to learn new skills
- GCSE Maths, English and Science at C (4) or above
- ICT GCSE at C (4) or above (or equivalent level 2 Qualification) is desirable
- A genuine interest in Engineering

### Qualifications gained

- Level 2 NVQ – Performing Engineering Operations
- Level 3 Technical Certificate
- Level 3 NVQ in placement specific subject



## extended career builder scheme (placements)



### Previous experiences



### Example placements

- Machine Shop – Technical Expert
- Manufacturing Engineering
- Process Specialist
- Customer Support Technician
- Quality Engineer
- Design Draughtsperson
- Design Engineer
- Test Technician

Joining Ipeco after completing my GCSEs was a big step. I knew that I would be joining others who had more advanced engineering qualifications, so I thought I might not be able to keep up. But our instructors started from the bottom, building our knowledge base and competence, transitioning from bench fitting to using complex machinery including centre lathes and vertical mills. Our second year has allowed us to experience 14 departments around the Company to find out where our strengths and interests lie.

*Jenson Kelly*  
Current Apprentice  
(2nd Year)



## our future plans

### NEW FACILITY

Ipeco has announced the further development of its campus adjacent to London Southend Airport with the construction of a new 122,000ft<sup>2</sup> manufacturing facility on the new Airport Business Park. Planning Approval has now been granted to allow construction to take place with completion and occupancy by 2021.

### Previous experiences



Ipeco has enabled me to become a competent engineer, allowing me to develop my skills from the basics of bench fitting operations to machine operations such as manual turning and milling. This has led me on to using machines which are run from CNC (Computer Numerical Controls). I can see a bright future at Ipeco for myself with some exciting prospects ahead at our Southend site, and the new opportunities which will open.

*Kieran Seager*  
Current Apprentice  
(2nd Year)

The new facility will allow Ipeco to amalgamate its extensive manufacturing operations under one roof and to restructure other activities to generate more efficiencies.

Ipeco has called London Southend Airport its home since 1963 and this investment demonstrates a strong belief in Ipeco's continuing success and long-term future as a contributor to both the industry it serves and the local community.



## can we offer a bright future for you?

The new facility will house all of Ipeco's component machining processes with the aim of all components that we produce being completed from technical drawing to finished product within one facility. This includes a large investment in a surface treatment plant along with many other process improvements that continue the drive to maintain the highest Health & Safety standards for our staff and the environment, whilst still maintaining the highest quality standards for our world-leading products.

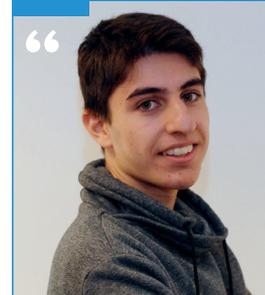


The Ipeco Training Centre will be located within the new facility and this will allow the training activities to be closely integrated into production and manufacture, particularly when learning machining skills.

*exciting times ahead*



### Previous experiences



“Joining the Apprenticeship Scheme has significantly changed my life. Not only has it allowed to me learn new life skills, but also make lifelong friends. I have learnt the basics of machinery, such as the lathe and mill, and hope to use these when I progress and move around the company. I am excited to see what is waiting for me throughout my apprenticeship and my career within Ipeco.

**Aiden Clapham**  
Current Apprentice  
(1st Year)



# Ipeco business metrics



Ipeco.com

# how to find us

## Address

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Building 4  
Aviation Way  
Southend on Sea  
Essex  
SS2 6UN  
United Kingdom



## Contact

E: [trainingcentre@ipeco.com](mailto:trainingcentre@ipeco.com)

## Previous experiences



I was keen to move away from the classroom and start a career, so when I saw the Ipeco apprenticeship scheme advertised I decided to take a look. Immediately I came into the facility and saw what was being created I knew this was the perfect place for me. After 8 years' experience in manufacturing, I changed direction to work in procurement. At Ipeco you really get out what you put in, hard work and dedication has really paid off for me.

**Ben Koppit**  
*Former Apprentice – now VP Supply Chain @ Ipeco*



## apply now

### Previous experiences



“ Having left School at the age of 16 frustrated with classwork, I was really keen to find an apprenticeship in engineering. What I discovered I truly believe is the best aerospace engineering apprenticeship in the UK. Ipeco has grown to become a world leader in the aviation industry but it still shares its family values with all its employees. I started Ipeco keen and eager to develop as an engineer and within the past 17 years my career at Ipeco has progressed at a rate I could never have imagined when I started. With a positive and hardworking attitude and a determination to challenge yourself, our organisation presents many fantastic opportunities for like-minded individuals

**Luke Baker**  
Former Apprentice –  
now VP Operations @ Ipeco

Application Forms are available from the Ipeco website:

[www.ipeco.com](http://www.ipeco.com)

Or by emailing  
[trainingcentre@ipeco.com](mailto:trainingcentre@ipeco.com)



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Group Training  
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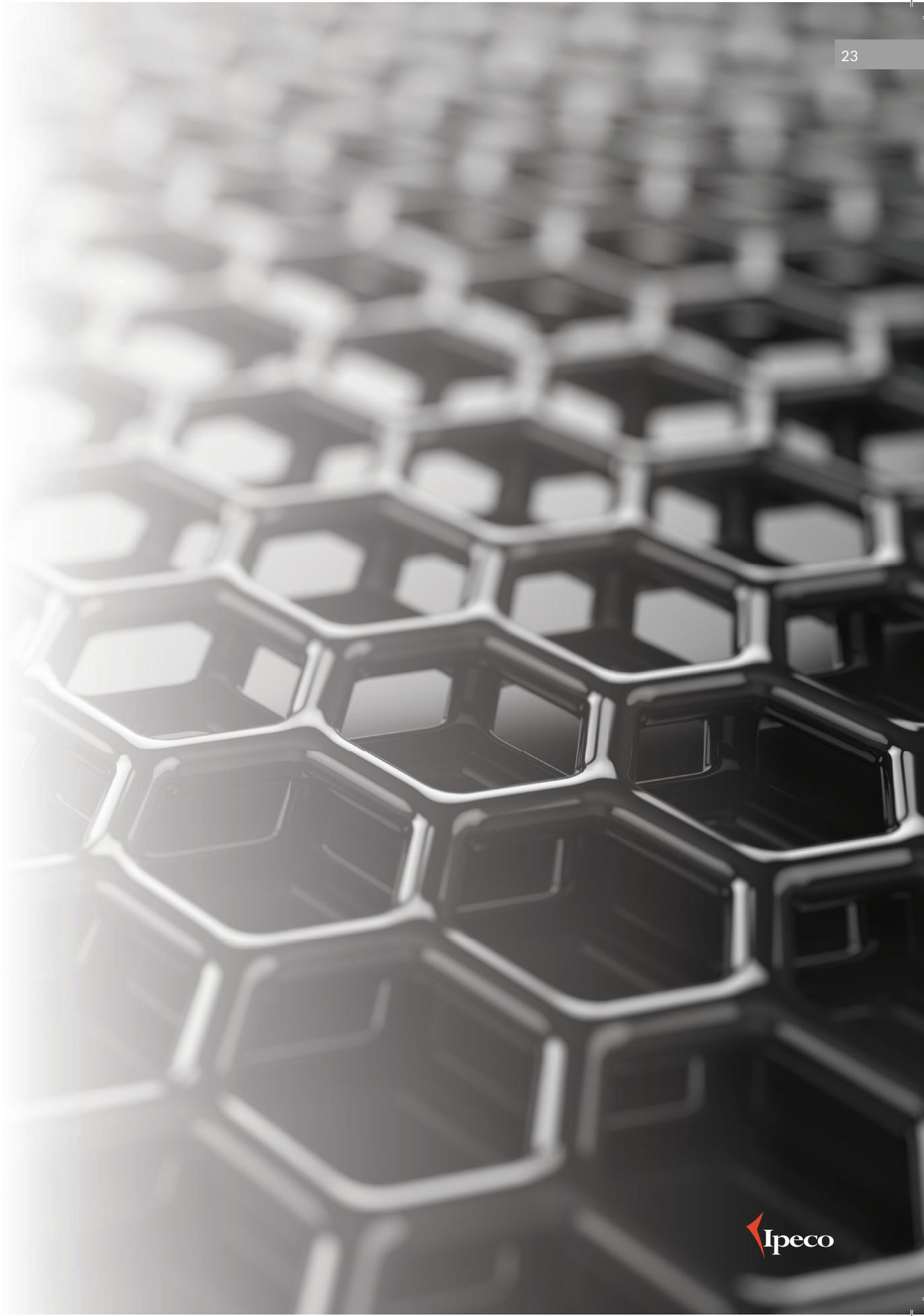
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