



# Live, Earn and Learn

**Apprenticeship Programmes  
Autumn 2019**

KPMG360°  
KPMG360° Digital  
KPMG360° Business Services

[kpmgcareers.co.uk/apprenticeships](https://kpmgcareers.co.uk/apprenticeships)

**Innaha**  
KPMG360° Apprentice



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# Welcome to KPMG

## My KPMG story

By simply picking up this brochure, you have taken the first step to what could be an incredibly rewarding future with KPMG. I started my own journey here 25 years ago, and have never looked back.

What can I tell you about KPMG? To start, if you're looking for the opportunity to work with some of the brightest minds in business, gain broad experience across a wide range of industries and client organisations – from start-ups to major multinational firms – all in a supportive community, then you've come to the right place. At KPMG, we all have different backgrounds and perspectives, but the same things unite us. We're curious, we like to work together and we're focused on delivering the highest quality results for our clients.

At KPMG, you have the opportunity to develop your career in all sorts of directions. For me, I started out in Audit in one of our regional offices, but since then have worked in other business areas, as well as externally with one of our client organisations. KPMG has given me the opportunity to travel, working in Denmark for two years. Since returning to the UK I have been the Head of Learning, and I am currently KPMG's Head of People. My career story shows, there are so many things to experience at KPMG.

We believe in creating an environment where everyone feels free to be themselves. I'm particularly proud of our inclusion and diversity achievements this year, which include being named as the number one employer in the 2018 Social Mobility Employer Index for our actions to hire and progress talent from all backgrounds.

I'm also delighted to share that KPMG has been named in RateMyApprenticeship's Top 100 Employers 2017 – 2018 table, which highlights our commitment to providing extraordinary apprenticeship opportunities.

Wishing you the very best of luck, wherever your career journey takes you.

## Anna Purchas

Partner and  
Head of People,  
KPMG in the UK



## About you

Deciding what path to take after your studies is an important decision, but it should also be an exciting one – with lots of opportunities to learn, meet new people and develop your talents.

As a KPMG Apprentice, we'll invest in you from day one. You'll receive great benefits, structured training and an exceptional level of support. As well as having the tuition fees for your professional qualifications fully funded, you'll earn while you learn. Exploring our business, you'll also gain the skills and experience you need to achieve your full potential.

Don't worry if you're not certain about the career path you want to take; we have a wide range of apprenticeship opportunities to help you find your way.

No single type of person succeeds at KPMG; a diverse business requires diverse personalities, characters and perspectives. With the opportunity to work across different specialisms, there really is a place for you here.

## About us

KPMG in the UK is part of a global network of firms that offer Audit, Tax & Pensions, Consulting, Deal Advisory, and Technology services to clients. This means we help businesses of all sizes, from all industries, to improve the way they work. We like to get to the heart of an organisation, and get to grips with its inner workings, spotting problems before they happen. We have over 13,500 extraordinary colleagues bringing imagination and insight to clients' most critical challenges.

It's an exciting time to be part of our journey. With the pace of global change and digital transformation, we're using new technologies and bringing fresh ideas to transform how we help clients achieve even greater things, today and in tomorrow's world.

What does this mean for you? If you're passionate about solving problems, learning how various businesses work and enjoy being part of a team, which works together to offer innovative approaches, then our apprenticeship programmes could be right for you.

Our work is often complex, yet our vision is simple: to be the clear choice – for our clients, our people and the communities we work in.



# Uncover the world of KPMG

## What is KPMG360°?

Our KPMG360° Programme gives you the opportunity to join us as an apprentice and rotate around different business areas, offering you a broad insight into the firm before you specialise. Areas you could experience include Audit, Tax & Pensions, Consulting and Deal Advisory. What's more, KPMG360° offers you the chance to gain professional qualifications.

The availability of roles will vary from office to office across the UK, determined by the way in which we support our clients in each particular KPMG location.

## Who is it for?

This programme is ideal if you're not quite sure what business area or career within KPMG is the one for you.

You'll have a range of experiences and discover where your interests and potential combine, helping you to build a successful career.

You'll also receive training and support to help you develop the key skills needed to succeed in the business world.

## What is KPMG360° Digital?

KPMG360° Digital is a four-year apprenticeship programme that combines academic study with practical work experience. In locations such as Leeds, London or Manchester, you'll undertake varied work experience with technology teams across the firm. At the same time, you'll also study for a BSc degree in Digital and Technology Solutions with our training provider, BPP University.

## Who is it for?

We're looking for bright, enthusiastic people with a passion and aptitude for technology. Perhaps you have started writing basic code and/or are able to demonstrate an interest in new emerging technologies and actively read up on these? If you want to gain a degree and earn while you learn, this programme combines academic study with on-the-job training. Your tuition fees will be fully funded and we'll pay you a salary.

## What is KPMG360° Business Services?

Lasting for two years, the KPMG360° Business Services programme gives you the chance to join our central teams. Expect a varied experience that could involve working with recruitment teams, helping with sales and marketing activities or working as a team administrator. These hands-on roles provide you with transferable skills and a Level 3 Apprenticeship in Business Administration that you can take with you wherever your future at KPMG leads.

## Who is it for?

We're looking for bright, personable people who have a real interest in the way a big firm like ours operates. This is a varied apprenticeship that will give you the kind of exposure you need to build a long-term career in our Business Services function.

If you can also bring drive, ambition and plenty of initiative, we'll support you in developing all the other skills you'll need to do well in our fast-paced environment.

# Your development steps

1 ▶

## Foundation Level Year 1

Take a foundation year, normally with two placements in different business areas. The exact rotations vary between offices, determined by the availability of roles within each region.

Study for the AAT Level 3 qualification.

2 ▶

## Technician Level Years 2 and 3

Continue rotations between different business areas and study towards the AAT Level 4 qualification.

You could opt to step off KPMG360° at qualified Technician Level, and apply to a role relevant to your skills and experience.

Subject to performance, apprentices can apply to fast-track, and complete the Technician Level in one year, before progressing to the Professional Level.

3 ▶

## Professional Level Years 4, 5 and 6

Specialise in Audit, Tax, Consulting or Deal Advisory.

Follow a learning pathway, which could involve further qualifications.

Fast-track apprentices will complete the Professional Level at the end of Year 5.

4 ▶

## Assistant Manager Level Year 7+

You are eligible to be promoted to Assistant Manager.

1 ▶

## Foundation Level Year 1

Join KPMG and begin to rotate across the different technology teams. Begin to study towards your BSc in Digital and Technology Solutions.

2 ▶

## Technician Level Year 2

Continue rotations between different technology teams and study towards your BSc in Digital and Technology Solutions.

3 ▶

## Specialist Level Years 3 and 4

Choose the role you wish to specialise in. This could include IT Consultant, Business Analyst, Network Engineer, Cyber Security Analyst, Software Engineer or Data Analyst.

Obtain your BSc degree in Digital and Technology Solutions.

4 ▶

## Professional and Assistant Manager Level Years 5 and 6+

You will continue your professional development and deepen your expertise in your specialism. By Year 6 you will be eligible for promotion to Assistant Manager.

1 ▶

## Foundation Level Years 1 and 2

Join KPMG and gain varied experience across Business Services.

Earn a Level 3 apprenticeship in Business Administration.

2 ▶

## Professional Level Year 3+

Take on a permanent role within our Business Services function and continue your professional development.





# KPMG360°

## At a glance

We love meeting talented people full of ideas, ambition and passion. People like you, in fact.

That's why we've created an innovative, rotational apprenticeship; one with you firmly in mind.

KPMG360° lives up to its name, offering you amazing insights into our business. In each team you'll be learning from some of the best and brightest people in the business world, who want to help you progress.

You'll be setting off on a journey of discovery that's as exciting as it is challenging. It's up to you where you go and how far you travel.

KPMG360° consists of three levels – Foundation, Technician and Professional – offering you choice and flexibility.

At each step of your journey, you'll develop your skills and broaden your knowledge in a supportive and collaborative environment.

### Who is it for?

Ambitious and curious students who are interested in a career in business.

### How long does it last?

Three or six years depending on the career path you decide to take. Our flexible programme allows you to shape your career in a way that suits you.

### When does it start?

Autumn 2019.

### What are the benefits?

You'll receive a competitive salary and 25 days' annual leave, with the opportunity to buy more. You'll have access to 'The Academy', our learning community that offers you the support, learning and experiences to build your skills and knowledge.

All our people also enjoy an extra day off on their birthday, receive a daily lunch allowance and have access to other benefits such as staff discounts, flexible pension and much more.

### What are the entry requirements?

#### England and Wales:

- GCSE: a minimum of five A\* - C or 4 - 9 (including English Language and Maths).
- A minimum of 104 UCAS points (e.g. BCC at A-Level or equivalent qualifications not including General Studies).

#### Scotland:

- A minimum of five National 5's at grades A - C which must include Maths and English (or equivalent qualifications).
- Equivalent of 104 new UCAS tariff points at Higher/ Advanced Higher level.



#### Locations

Aberdeen	Gatwick	Milton Keynes
Birmingham	Glasgow	Newcastle
Bristol	Leeds	Nottingham
Cambridge	London	Reading
Edinburgh	Manchester	Southampton



# Your journey

KPMG360°

## Year 1: Foundation Level

This year is designed to increase your understanding of our different business areas, giving you a better knowledge of what KPMG does and how we do it, whilst studying towards the AAT Level 3 qualification. You will also have the opportunity to undertake structured placements across teams which could include:

- Audit
- Tax & Pensions
- Consulting
- Deal Advisory

You'll have a rounded introduction into the world of business, developing your commercial acumen, team-work and technical skills. Availability of roles will vary dependent on location.

**You'll gain a rounded introduction into the world of business**

## Years 2 and 3: Technician Level

At the end of your first year, continue to rotate across business areas, increasing your understanding of KPMG.

The Technician Level is designed to help you become a well-rounded business advisor and discover where you can fulfil your potential at KPMG. You'll join teams on live projects, getting to know how KPMG works with clients. At the same time, you'll study towards the AAT Level 4 qualification, and on completion of the Technician Level you could choose to step off the programme and apply to a role relevant to the skills and experience you have gained.

If you decide to step off KPMG360° at Technician Level, you'll be recognised for everything you've achieved so far and enjoy all the benefits of being a KPMG employee. This includes continuing professional development and training whilst applying your skills in your role.

Subject to performance and career motivation, apprentices can apply to fast track, and complete the Technician Level in one year, before progressing to the Professional Level.

**You could step off the programme and apply to a role relevant to your skills and experience**

## Years 4, 5 and 6: Professional Level

Choose to continue with KPMG360° and you'll spend these three years specialising in Audit, Tax & Pensions, Consulting or Deal Advisory. Along with on-the-job training, where relevant you'll study for a further professional qualification (e.g. ACA, CIMA).

After completing this level, you'll be a fully-qualified professional, equipped with the skills to join a team as an Assistant Manager.

Fast track apprentices will complete the Professional Level at the end of Year 5.

**Eligible for promotion to Assistant Manager**





# My KPMG story

## Saniyah – KPMG360° Apprentice

### What are you enjoying most about the KPMG360° Programme?

I enjoy being able to rotate between the different departments at KPMG, gaining in-depth experience of each function. I've gained the knowledge and skills that will help me choose which department I will specialise in from my 4th year onwards on the programme. Furthermore, I am able to drive my own career and choose which departments I want to gain experience in.

### How involved are you with KPMG beyond your day-to-day role?

I'm involved in a couple of networks such as the Islamic Society and the KPMG Network of Women (KNOW). Being part of both networks has opened up different opportunities to me, and I've been able to meet people who I may work with in future placements. I was the Leeds representative for the Islamic society for two years and I've recently taken on the role of the National Islamic Society representative for the regional offices, which I am excited about.

I've organised networking events and helped the network to grow whilst promoting inclusion and diversity within the firm. This has also helped me to meet so many people from different offices, and share my experiences on the KPMG360° Programme.

### What skills have you been able to develop on the programme?

Balancing my time between studying towards a professional qualification and client work has helped me prioritise and manage my time better, which I know will be a vital skill once I'm qualified. I feel like my confidence has grown immensely and I have been given many opportunities to develop as a person, for example giving presentations, or with the client work and employee networks I'm involved in.

### Is there any advice you'd give to someone thinking of applying?

I think KPMG360° is a great programme to get involved in if you're still unsure of what you want to do. You don't need to have a business or accounting background in order to join KPMG360° because the programme itself is all about gaining experience and learning.

KPMG promotes bringing your whole self to work, so I'd strongly recommend to anyone thinking of applying, to be themselves throughout the application process.

I would also encourage you to be open minded and use the opportunity to try out different departments. I've certainly surprised myself with what I actually enjoy and the area I may want to qualify in.

### What are your ambitions for after your apprenticeship?

I am near the end of completing the third year of my programme and I have now chosen an area I want to specialise in, which is Indirect Tax. I'm finishing off the Level 4 AAT qualification, and I am looking forward to what the next step brings for me once qualified. I really enjoy working at KPMG because of the firm's values and culture and I can see myself working here for a long time. I believe that the network, experience and knowledge I have gained to date will be valuable for me well after the apprenticeship programme. KPMG believes in working as one firm, which means that I am able to add value to my work and really get involved with the things that interest me.



### Their stories: Hear from other KPMG Apprentices

**"People are the best part about working at KPMG. Before I'd even been given my job offer, I was made to feel welcome and at home within the firm. My colleagues come from all walks of life and bring with them different perspectives to help solve clients' problems. The age-old 'there's no such thing as a stupid question' is always useful when joining an environment completely different to school."**

Navroze

**"I didn't really know what to expect when I joined KPMG, but I have thoroughly enjoyed my time here so far. Working for such a big firm can be scary, but for me it made it more appealing as I knew there'd be a lot more I could benefit from in comparison to joining a smaller firm. I have already gained a wide range of different skill sets and I am still learning every day."**

Sam

**"KPMG is a very friendly place to work, and the support you get to move around and explore your career path has made me feel very comfortable. If I look back before starting at KPMG, I wouldn't have thought that I would be doing the job I am doing today, which is great. I have become accustomed to change and trying new things, which has boosted my work ethic and confidence."**

Laura





# KPMG360° Digital

## At a glance

Digital technology plays a big role at KPMG – and it's about to get even bigger.

That's why we have created a degree level apprenticeship, designed to nurture our next generation of talent. Whether you want to advise clients on complex technologies or design game-changing solutions from the ground up, it will equip you with the skills you need to succeed.

KPMG360° Digital is a four-year apprenticeship programme that combines academic study with practical work experience. Based in Leeds, London or Manchester, you'll undertake varied work experience with technology teams across the firm. At the same time, you'll also study for a BSc degree in Digital and Technology Solutions with our training provider, BPP University.

### Who's it for?

We're looking for bright, enthusiastic people with a passion and aptitude for technology. Perhaps you might have started writing basic code or are able to demonstrate an interest in new emerging technologies and actively read up on these?

If you want to gain a professional qualification and earn while you learn, this programme combines academic study with on-the-job training. Your tuition fees will be fully funded and you'll be paid a competitive salary.

### How long does it last?

Four years.

### When does it start?

Autumn 2019.

### What are the benefits?

You'll receive a competitive salary whilst on the programme, allowing you to earn as you learn. Additionally, your tuition fees will be paid for. You'll have access to 'The Academy', our unique learning community that offers you the support, learning and experiences to build your skills and knowledge.

All our people also enjoy an extra day off on their birthday, receive a daily lunch allowance and have access to other benefits such as staff discounts, flexible pension and much more.

### What are the entry requirements?

#### England and Wales:

- GCSE: a minimum of five A\* - C or 4 - 9 (including English Language and Maths).
- A minimum of 104 UCAS points (e.g. BCC at A-Level or equivalent qualifications not including General Studies).

#### Scotland:

- A minimum of five National 5's at grades A - C which must include Maths and English (or equivalent qualifications).
- Equivalent of 104 new UCAS tariff points at Higher/Advanced Higher level.



### Locations

Leeds  
London  
Manchester



# Your journey

## KPMG360° Digital

### BPP University

BPP University is an independent university dedicated to business and the professions. They combine innovative study content with real-world experience and insight from expert tutors, delivering the practical skills and industry knowledge to help students to excel in the workplace.

BPP University works with BPP Professional Apprenticeships to deliver our KPMG360° Digital Apprenticeship. BPP Professional Apprenticeship is a national apprenticeship training provider across business, finance and law. BPP work in partnership with businesses to create and deliver bespoke apprenticeship training programmes that develop promising talent – the professionals of the future.

### Year 1: Foundation Level

Along with other KPMG360° apprentices, you'll undertake an induction programme and will have regular training sessions to develop your professional skills (e.g. presentation skills, resilience, project management and team working). You will rotate, gain varied work experience and get involved with live projects. You will also begin your BSc degree in Digital and Technology Solutions.

### Year 2: Technician Level

You'll continue to rotate across technology projects, developing your understanding of our digital services. The Technician Level is designed to help you become a well-rounded technology advisor and discover where you can fulfill your potential at KPMG. At the same time, you'll continue to study towards the BSc degree qualification.

### Years 3 and 4: Specialist Level

Choose the area you wish to specialise in. This could include IT Consultant, Business Analyst, Network Engineer, Cyber Security Analyst, Software Engineer or Data Analyst. Continue to work towards completing your BSc degree.

### Years 5 and 6+: Professional Level

You will continue your professional development and deepen your expertise in your chosen specialism. After a year, you will be eligible for promotion to Assistant Manager.





# My KPMG story

## Kristina – KPMG360° Digital Apprentice

### Why did you choose KPMG?

After moving to the UK five years ago, I completed my A-Levels and got offered a place at university to study Economics. Before I found KPMG's Apprenticeship Programme, I didn't know it was possible to get a job at KPMG without a degree.

Although studying full-time at university was the route everyone else was taking, I realised that university wasn't necessarily for me and took the job at KPMG when it was offered. The KPMG Apprenticeship Programme was a great way for me to find out what I wanted to do as you rotate in various departments across the firm. I've chosen to pursue technology as my area of specialism as a KPMG360° Digital Apprentice, and at the end of it I'll have a degree in Digital and Technology Solutions.

### What have you been up to so far?

Last year I joined the Financial Services modelling team within our technology area. The main focus of the modelling team is building, testing and reviewing financial models, which helps our clients when making business decisions. I have been involved in a high profile project for a client in the banking sector, where my role was to develop an independent calculator.

### What training resources are open to you?

In terms of training, there are lots of core learning elements that help you to understand the overall picture of technology and digital solutions. As well as this, you also have the opportunity to book onto additional courses through 'The Academy' and our UK Learning team – you can choose which areas of personal development you want to pursue.

### Where do you see yourself in five years' time?

In five years' time, I will have finished my degree and hope to be an Assistant Manager. I see myself here for a long time, KPMG have the resources and opportunities for you to really make a career.

### Why should other school/college leavers consider KPMG360° Digital?

One of the best things about the KPMG Apprenticeship Programmes are the systems in place that ensure you're always supported. There are regular catch-ups with your managers and colleagues to discuss your progress, and everyone takes a real interest in your development. Another important thing for me is the environment – particularly the people. It's a really collaborative place with a great sense of community.



### Their stories: Hear from other KPMG Apprentices

**"The environment here is all about encouraging new ideas. No matter how junior you are, senior colleagues recognise you can provide useful knowledge and techniques from your training. Your hard work gets recognised, whether it's through the Encore! awards – our internal recognition scheme – or during a team meeting. It encourages you to keep performing well."**

Nabil

**"I don't know how anyone could look into it and not think it's a great programme. You get to study towards a degree, and you get the work experience that's vital in the job market. And, of course, the programme is unique, so it'll look great on my CV whatever I go on to do in later life. I've learned so much already – more than I thought possible. But the most important thing I've learned is to be confident in what I'm doing and in who I am, especially when going to client sites."**

Holly





# KPMG360° Business Services

## At a glance

KPMG's Business Services (KBS) function is the engine room of KPMG, supporting our business through a variety of specialist areas including recruitment, facilities, resourcing and learning.

So, we've designed a two-year apprenticeship programme that will give you an overview of Business Services and how we support the wider organisation. The KPMG KBS function supports our business through a variety of specialist areas, including HR, Resourcing, Sales & Marketing, Facilities, and Finance. It is an innovative, agile and collaborative function that delivers the right blend of services to support our client-facing colleagues in their delivery to our clients.

As a new KPMG Apprentice, you will be fully supported throughout the programme with an induction, guidance from your teams and training from our external provider covering things like project management and presentation skills. After completing your training, you'll be ready to join us as a permanent member of the team.

The programme offers an alternative entry route into our business, and is open to students who have completed their GCSEs or Scottish equivalents. Your experience will be varied and could include working with recruitment teams, helping with sales and marketing activities or working as a Team Administrator.

What's certain is that on completion of the programme you'll have gained hands-on experience, transferable skills, and hold a nationally-recognised qualification.

## Who's it for?

Motivated and ambitious school or college leavers interested in building a future career within a professional services firm. At every stage, you'll gain valuable insights and skills that'll really help you in the future. KPMG360° Business Services will help you build your career with us and you'll gain professional qualifications throughout the programme.

## How long does it last?

Two years.

## When does it start?

Autumn 2019.

## What can you achieve?

Level 3 Apprenticeship in Business Administration.

## What are the entry requirements?

### England and Wales:

- GCSE: a minimum of five A\* - C or 4 - 9 (including English Language and Maths).

### Scotland:

- A minimum of five National 5's at grades A - C which must include Maths and English (or equivalent qualifications).



## Locations

Birmingham  
Bristol

Leeds  
London

Manchester  
Watford





# My KPMG story

## Harry – KPMG360° Business Services Apprentice

### Why did you choose KPMG?

I knew I wanted to start working right after school as well as gain a professional qualification. I was drawn to the focus on training and development, the range of clients and the breadth and depth of experience the Business Services Programme offers.

### What did you study at school? Why did you choose your subjects?

Business was my favourite GCSE subject and, following my exams, I initially started studying for A-levels in Business, Law and Economics. However, I wasn't really enjoying it, and was keen to get stuck into the world of work.

### Why did you apply to the KPMG360° Business Services Programme?

When I read up on the programme, it was everything I was looking for. I'd applied to a few other apprenticeships, but this was my first choice by a long way because KPMG is such an important player in the professional services sector.

I come into work every day wanting to do well, and I feel as though I have the right connections and people around me to achieve that. I really want to play a part in the success of the firm.

### What qualifications are you working towards and what support are you getting?

I'm currently studying the Level Three apprenticeship in Business Administration. I had four exams at the start of the year and am now coming towards the end of a six-month coursework project. The work and learning here is really varied.

My main focus for my coursework has been preparing a business plan to tackle a real-life challenge KPMG is currently facing, which I find really interesting. After this, I'll be presenting my plan to a panel which will be a great learning experience and will help me put theory into practice.

You get a lot of support with your studies at KPMG, whether that's through 'The Academy', the dedicated programme support team, your line manager or buddy. You need to be proactive too – always being curious and asking questions has really helped me. You learn a lot, quickly.

### What skills have you been able to develop on the programme?

In terms of my day-to-day role, I provide business support to the firm. That involves things like looking at our processes and supporting our client-facing colleagues. I've developed skills such as time-management, proactivity, multi-tasking and organisation skills. I really like that I get to see the bigger picture.

### What's been your best moment at KPMG?

My best moment so far was when I received a recognition award for going above and beyond to support one of my colleagues with their preparations for an important client meeting – it proved to me that I can really add value.

### What opportunities are available to you in the long term at KPMG?

At KPMG, there are endless opportunities and an apprenticeship programme is an amazing way to start to develop a career. They ease all apprentices into the programme with an induction where you get to meet everyone, learn the systems and values, and start to build a network of contacts.

Once my apprenticeship comes to an end, there are loads of things I want to get involved in at KPMG. And because it's such a big and supportive firm, there's a very good chance I'll be able to follow the path I want.



### Their stories: Hear from other KPMG Apprentices

**"The transition into work has been made easier by the training I've had while completing a Level 3 NVQ in Business and Administration. We've covered topics like finance, document reduction, presentations and business solutions.**

**In five years' time, I would like to still be working here. I see myself either progressing in this area or moving to a different part of the organisation. I am confident that KPMG will provide me with the help and support to do that."**

Mia

**"During my time at KPMG, everyone has been so friendly and is keen to help you move forward. KPMG is proactive in encouraging people to take the steps they want to, but also showing them alternatives. You'll be in safe hands which will help to guide you through your career.**

**Looking back at my time as a KPMG Apprentice, it's clear to see the dramatic change in both my attitude to work and my perception of Business Services, and I can say without hesitation that KPMG is a great place to work. I would certainly encourage anybody who is motivated, enthusiastic and ambitious to apply."**

Nathan

**"Working in a big business environment like KPMG at a young age, means I now have great experience that I most likely wouldn't have had the chance to get otherwise, especially for such a length of time. I've gained so much knowledge and so many different skills that it will be a massive benefit to me in any future career.**

**Everyone in the company is really friendly and supportive of the KPMG360° Business Services Programme which made me even more certain that I had made the right decision by not going down the university route."**

Sarah



# A parent's story

Ali initially had some reservations about his daughter, Prisha, doing an apprenticeship. But that all changed when he learned about KPMG360° and everything it had to offer. As Prisha enters the third year of the programme, Ali explains how he was won over and how KPMG offered the best option for his daughter's future career.

## What did you think about apprenticeships before KPMG360°?

I was hesitant about Prisha doing an apprenticeship at first because I had always considered her "university material" following in her older brother's footsteps. She's bright, capable and always performed well in exams. After her A-Levels, the plan was for her to have a gap year – she wanted to take a break from her studies and took a part-time retail job close to home. As time moved on, she started to hear about the alternatives to university and that's how we came to hear about KPMG360°. The more we learned about the programme, the more we liked it.

## What attracted you to the programme?

I'm not going to lie – the fact that you can earn a salary while you learn and gain professional qualifications was a major selling point. Prisha was looking at a lot of her peers who'd started university, and they were already saddling themselves with lots of debt. Doing this apprenticeship would mean she would be free of all those financial worries. Not only would she get a salary, she would have all her tuition fees paid for.

But it wasn't just about money. It was the fact this was a real opportunity to develop a serious career with a prestigious firm that really attracted us both. KPMG is one of the biggest names out there, and we could see they had invested a lot into this apprenticeship. The programme has a proper structure, and there's so much support available.

Another appealing factor was the opportunity to rotate around different departments, giving Prisha the time to experience KPMG, and then choose to specialise in the area that best suits her.

## How is Prisha finding the programme so far?

She's loving it. She's always been fascinated by finance and how companies work and being involved in client work from the start. Every day, she comes back and tells me about something new she's learned.

But what I think has really surprised her is the social side of things. She thought she'd miss out on that by not going to university, but that hasn't been the case at all. There are so many apprentices and graduates joining KPMG every year, it's giving her lots of opportunities to network and make friends.



# A teacher's story

Louise, a teacher at a sixth form college, was keen to help her students explore their career options. She knew some of them wanted to go to university but there were many others who wanted to enter the world of work right away. She was impressed at the range of opportunities KPMG offered for both groups. Today, Louise is proud to be involved with KPMG as she shares our commitment to supporting young people from diverse backgrounds.

## How did you come to hear about the KPMG Apprenticeship Programmes?

We have volunteers from KPMG at my college. They devote their time and skills to help my students develop their employability and business skills. I was first made aware of the various programmes available from these volunteer sessions.

## What has your link with KPMG achieved?

It has helped my students see that there are alternative routes to a career in professional services. Many of my students wouldn't even have considered applying to a business like KPMG because they thought they wouldn't be successful but that's not the case. KPMG is genuinely interested in recruiting people of all backgrounds and experiences. The KPMG Apprenticeship Programmes offer my students a strong foundation on which to build a successful career in business.

## What's been the biggest surprise of being involved with KPMG?

How accessible the programmes are for our students. The various apprenticeship programmes raised my students' aspirations and ambitions, but at the same time helped them understand that it's all about hard work and dedication. The opportunities are available – but it's up to them to put the effort in to grab them. Watching some of our students being accepted by KPMG from the very first year is a big highlight.

## What's the best piece of feedback you've had from a student?

Again, it's all about the people at KPMG. My students often report back how very friendly, open and approachable the people they meet are – during the recruitment process and after starting work. This really makes a difference and helps the transition into the workplace – particularly for students who are the first person in their family to enter the business world.

## How do you decide what makes for a good potential employer for your students?

Reputation and the opportunities to enter the world of work. KPMG has the best of both worlds. KPMG's reputation as a real leader in business combined with the breadth and depth of the apprenticeship programmes is a winning combination.





# Our Values

## What do we believe in?

We recognise how important our apprentices are to our business. You'll bring bright ideas, ambition and commitment to make a real impact. The opportunities to excel are all here, and we'll support your development and reward your contributions in a number of ways.

At KPMG Our Values are a summary of what we want everyone here to live and breathe. They act as the benchmark for everything we do and, most importantly, the way we do things. They form the basis of 'Our Deal', which is how we describe our commitment to you, and what we expect from you in return.

## What is 'Our Deal'?

Put simply, it's our promise to nurture and develop your talent. By putting quality first and always striving to do the right thing for ourselves, our clients, our communities and our colleagues, you'll deliver great results.

We expect our people to work hard and deliver exceptional results, and in return we will recognise and celebrate your accomplishments.

## Your development

In our stimulating, collaborative environment, you'll develop every day. 'The Academy' is for our graduate and apprentice trainees and will give you access to a community that supports you as you begin your career journey. It also provides learning and experiences – from inspiring talks, to mentoring and community events – that will build your skills, confidence, networks and knowledge.

## Your opportunities

As part of one of the world's leading professionals services organisations, we believe we offer you an extraordinary breadth of opportunity. The KPMG global network of member firms extends across more than 150 countries, and clients include some of the largest multinationals and best known brands, as well as public bodies and private individuals. With our training and support, your career can be as varied as our clients and as exciting as you make it.



**At KPMG we support you, so that you can support the community.**

## Your rewards

We know how hard you work to do a brilliant job, so we make sure we reward and celebrate great work. 'Our Deal' includes everything from a competitive salary, generous holiday allowance and pension options, to a travel season ticket loan, lunch allowance, and you even get a day off on your birthday.

## Our Values

Everyone at KPMG is guided by a set of values.

These shape what we do and how we do it:

- We lead by example
- We work together
- We respect the individual
- We seek the facts and provide insight
- We are open and honest in our communication
- We are committed to our communities
- Above all, we act with integrity

# Working here

Our people are extraordinary, and we do all we can to help them fulfil their potential, by making KPMG a great place to work. We're welcoming, inclusive and committed to developing your talent through 'Our Deal'. We are also open and honest in our communication, and in return you'll have an appetite for self-improvement. And because we genuinely value variety of perspectives and backgrounds – we recognise and celebrate differences.

## Benefits include

- Regular conversations with your manager, to set goals for your development
- A wide range of programmes and courses to help you learn and grow
- The chance to gain a recognised qualification while you work
- 'Encore!' rewards and recognition for outstanding achievements
- Flexible working options, to balance work life and social life
- KPMG Networks – make friends with people who share your interests
- Opportunities to volunteer and do good in your local community
- Generous core benefits package with more options available through Flextra, our flexible benefits platform
- Access to a variety of Wellbeing initiatives and benefits



**"Our vision for the firm is simple, it is to relentlessly put clients at the heart of everything we do to help them succeed. Our focus must always be on great client outcomes and great people outcomes, while we protect our brand. It's all about our people, we want to be a magnet for talent, attracting the brightest and the best. We need innovative people who bring new, diverse perspectives and ideas."**

**Bill Michael**  
Chairman and Senior Partner  
KPMG in the UK



# The application process

## Take the next step

This process is designed to help you to find out if KPMG is the best place for you and if you're the right person to join us. Reading through this brochure and looking on our website, you'll have a good idea if one of our programmes could be the next step that you're looking for. So now you need to be clear about who we're looking for and if that sounds like you.

## Who we're looking for

We know that you may not have a lot of experience right now, but what will make you stand out is who you are as a person and the way you behave in different situations. To help you figure that out we have a clear list of 'Behavioural Capabilities' that we look for in everyone we hire.

It's really important that you read through them all carefully and see if we're describing you. You can find more information on our 'Global Behavioural Capabilities' on our website: [kpmgcareers.co.uk/behavioural-capabilities](https://kpmgcareers.co.uk/behavioural-capabilities)

## Application process

At each stage we'll let you know if you've been successful and moved onto the next stage or not.

Please note: KPMG recruits on a 'rolling' basis. This means that we don't have a deadline for applications. However, some business areas and offices receive a large number of applications so we strongly advise you to apply sooner rather than later.

KPMG360° & KPMG360° Digital	KPMG360° Business Services
<b>Stage 1: Online application</b> Tell us about your academic background, experiences and interests. You'll be asked to answer a number of short questions.	<b>Stage 1: Online application</b> This is your chance to tell us about your academic background, experiences and interests.
<b>Stage 2: Digital Submission</b> If you're successful with your online application, you'll be invited to complete a digital submission in audio format. This is an opportunity for you to demonstrate both your communication skills and your motivation for a career at KPMG.	
<b>Stage 3: Assessment Centre</b> If you're successful at digital submission stage, you'll be invited to an assessment centre. This will include an interview and some written exercises.  Details will be sent when you are invited to the assessment centre.	<b>Stage 2: Assessment Centre</b> You'll be invited to an assessment centre. This will include an interview and a number of short written exercises. The interview will be with a representative from the programme and will focus on your experiences and 'Behavioural Capabilities'.

Take your time. Really think about how you can include examples of how you have the 'Behavioural Capabilities' we're looking for. Most importantly, double-check your work and don't be afraid to ask someone else to proof read it for you too. Every application is manually screened before it is taken further.

You'll be at your best if you do your research. When doing a submission, make sure you're somewhere quiet without distractions so you can really concentrate. Read the guidance you are sent about what is required in your digital submission.

We suggest you read through all your research again. Make sure you're ready the night before and get an early night. On the day, make sure you know where you're going and give yourself plenty of time to get to the office.





To find out more or to apply  
to our 2019 programmes:  
[kpmgcareers.co.uk/apprenticeships](https://kpmgcareers.co.uk/apprenticeships)



0800 328 5764



[apprenticeships@kpmg.co.uk](mailto:apprenticeships@kpmg.co.uk)



@KPMGRecruitment



KPMGRecruitment



kpmgtraineesuk

**Thank you to all the apprentices  
featured in this brochure.  
We couldn't do it without you.**

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