



## Case Study:

# Adrianne Morley

*Finance Administrator*

Finance Administrator Adrianne Morley works at JCW Saunders Plumbing & Heating in the Woodbridge office. She tells us about how working for JCW and doing an apprenticeship has led to career progression and her continuing professional development.

### How did you hear about the position with JCW?

I had just joined a Business Administration apprenticeship through W S Training who are based in Suffolk (<http://www.wstraining.co.uk/>) and saw the position for Administrator being advertised through the apprenticeship website.

### Why did you choose JCW?

I liked the sound of the company and the interview went well, the people seemed very friendly and I believed that they would support my apprenticeship.

### How has the apprenticeship helped you?

This helped me greatly as I had the stability of a full time job when I left school whilst also increasing my knowledge through the administration role. This supported my work through the apprenticeship which I went on to successfully pass in August 2012.

I was keen to continue my progression and then enrolled in the Supervisory NVQ, with the support of JCW and started my second apprenticeship which was far more demanding but just as enjoyable. I successfully passed this NVQ in August 2013.

### What do you enjoy most about your job?

I really enjoy the variety and working as part of a small team. I also feel that my input is valued and that any ideas or suggestions I have to improve our systems and service would be listened to and that I can make a difference within the company.

### What's Next?

After three successful years working in Operations I applied for, and am now, a junior Finance Administrator. JCW continue to support me and not only asked if I would like to study but also offered to fund the AAT course for me. I am proud to say that I have successfully completed my Level 2 in Accounting and am now enrolled in my Level 3 and 4 Accounting Diploma, on completion of these levels I will be a qualified accountant.

### Where do you see yourself in 5 years?

I will continue to study and may specialise in an area of accountancy. I would like to still be working for JCW and believe I can grow professionally within this progressive company.

### Would you recommend JCW and why?

Yes I would because you can gain experience and knowledge, you have the opportunity of communicating with customers, it is a nice environment to work in and the staff and senior management are extremely supportive of your aspirations.



### Key facts about JCW Energy Services:

JCW operate out of 6 offices throughout the UK

JCW employ nearly 200 staff

JCW maintain over 10,000 customer sites

JCW attend to over 65,000 jobs per year

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