Laboratory Apprenticeship

• Higher Certificate in Science
  Laboratory Technician

• Ordinary Bachelor of Science Degree
  Laboratory Analyst
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5. Benefits and Cost
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Programme Overview

Industry Working Group met with education providers - 2016

BPCI issued survey to membership to determine areas of skill shortage and interest - 2017

Laboratory Apprenticeship Consortium established - 2017

Laboratory Apprenticeship Level 6 and Level 7 Occupational Profiles developed – approved June 2018

Submission documents and book of modules for Level 6 and Level 7 developed with Consortium and ITT

Internal Validation Panel and Approval – 8 June 2018

External Validation Panel and Approval – 22 June 2018

- Marketing and Events
- Company Commitment
- Company Recruitment
- AO’s Briefing
- Mentor Training
Level 6

Higher Certificate in Science Laboratory Technician (2 years)

Level 7

Ordinary Bachelor of Science Degree Laboratory Analyst (3 years)

Per week:
- 3 days in industry
- 2 days in academia
Year 1
The first year of work experience should involve basic laboratory duties such as:
- Glassware maintenance
- Sample Collection
- Sample logging
- Ordering of chemicals and consumables
- Organising sample shipments
- Disposal of waste
- pH checks
- Physical testing
- Daily calibration checks
- Archiving

Year 2
The second year of work experience should evolve to include:
- Supporting solution preparation
- Daily calibration checks of laboratory equipment
- Raw material testing
- pH measurement
- Titrations
- Bulk density testing
- Data logging
- Archiving

Year 3 (Level 7)
Available to Level 7 apprentices, the third year of work experience, in addition to continuing the duties listed in Year 2, should introduce:
- Exposure to advanced laboratory testing techniques;
  - Chromatography Techniques
  - Microbiological Techniques
  - Water testing
- Scientific concepts relating to quality control
- Knowledge and understanding of Company Quality Systems
- Knowledge and understanding of the regulated environment
Year 1 Modules
- Critical Skills Development
- Good Manufacturing Practice
- Introduction to Microbiology & Biotechnology
- Laboratory Safety
- Maths
- Fundamentals of Chemistry
- Computer Systems
- Laboratory Quality Systems
- Calibration Sciences
- Work Place Based Learning

Year 2 Modules
- Stability and Sample Analysis
- Microbiology and Environmental Monitoring
- Instrumentation (Theory & Practical)
- Regulatory Affairs & Compliance
- Lean Labs
- Chemistry 2
- Analytical Lab Skills
- Work Place Based Learning

Year 3 Modules
- Validation
- Technical Writing
- Statistics and Analysis
- Quality Assurance Systems
- Analytical Chemistry
- GMP and Data Integration
- Case Studies and Problem Based Learning
- Analytical Lab Skills
- Work Place Based Learning

Laboratory Technician
Laboratory Analyst
Target Audience

- School Leavers (Leaving Cert)
- Level 5 or Level 6 Graduates looking to upskill, train or retrain in the laboratory environment

Target Industry

- Biopharma, Pharmaceutical, Chemical Manufacturing, Medical Devices, Food and Drink, Independent Testing Laboratories

Timelines

- Start date: October 2018 out of lead provider, IT Tallaght
- Two apprentice intakes per year in January 2019 and September 2019 out of regional IOTs
- The laboratory apprenticeships will follow the Institutes semesterised calendar.
Recruitment
The Project Manager will supply participating companies with marketing material for their recruitment process.

Participating companies will carry out their own recruitment process.

Company positions advertised will be linked to the Laboratory Apprenticeship website (in development phase).

Apprentices can apply directly to the company or through the Laboratory Apprenticeship website.

Apprentices must meet the entry requirements and be approved by SOLAS before commencing placement.
Company Approval Process
1. Companies identify suitable/available mentor(s)
2. Companies ensure adequate/suitable/available equipment
3. Authorised Officers are briefed on programmes (21 August)
4. Authorised officers visit participating companies (Dublin first)
5. Authorised Officers approve companies
6. Apprentice can start work in approved company
7. Authorised Officers visit apprentices in company
8. Authorised Officers approve apprentice
9. Company ensures apprentice is released to attend academia
Mentor Training
Companies should identify more than one mentor

Must not be a direct supervisor of the apprentice

Laboratory Technician:
Mentor should have a level 7 or be a level 6 qualified technician with the required technical knowledge (minimum 4 years’ post qualification experience).

Laboratory Analyst:
Mentor should have a level 7 with 4 years’ post qualification experience, holding a position of technical responsibility in the organisation.

Each mentor will receive:
- Mentoring Training: Ibec
- Introduction to Analyst Programmes and Mentor responsibilities

Upcoming Mentor Training: 25 September, 2018
5 Benefits and Cost
Developed by industry for industry

In line with current sector needs

Tailored to address identified industry skills gap

Addresses and tackles skills shortage

Demand driven

Improves staff retention

Access to new talent pipeline

Government subsidised training

Benefits for your company
Benefits for the apprentice

- Earn while you learn – get a contract and a salary
- Gain a national qualification while working
- Gain work experience with some of Ireland's leading companies
- Excellent industry experience and career progression
- Competitive salary
Company pays apprentice salary for both on and off the job phases

Salary set by individual company – salary band agreed:
starting salary of approx. 21k with increments of €1,000-€1,500 per year to a maximum of €24k upon completion of level 3

Government pays for college training

Annual apprentice registration fee of €1,500:
a minimum of 50% agreed to be paid by participating companies.
IRHR Guidance
An apprenticeship contract is a separate contract to that of a full-time employee and therefore is bound by different rights.

Contract drawn up by Ibec IRHR Executives

Minimum wage does apply to apprentices

Maternity, parental, paternity, adoptive leave – the apprenticeship is suspended for the duration of the leave and starts again upon the individuals return.
Apprentices should go through the same disciplinary processes as full-time employees and should have performance reviews etc.

The apprentice is not covered by the unfair dismissals act if they are let go within 6 months of starting and 1 month of completion.

Existing employee > apprentice – this should be a unilateral agreement between both parties with an understanding that the move will terminate permanency of contract and will begin a new apprenticeship contract.
For more information

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