



Assistant Training Manager (Quality and Compliance) | [Langley Training Services](#)

We're looking for an Assistant Training Manager (Quality and Compliance) to join Langley Training Services.

Salary: Competitive Salary + EV Company Car + Company Benefits

Contract Basis: Full-Time, Permanent

Our Mission

BUILDING SKILLS, DELIVERING SOCIAL VALUE FOR BETTER LIVING

Langley Training Services Ltd (LTS), a Social Enterprise Company (approved by the Education and Skills Funding Agency for Apprenticeships delivery) offers a range of qualifications from apprenticeships and continuous professional development to Health & Safety and a range of decarbonisation skills and training courses.

At Langley, training is a key part of our culture. It is more than just up-skilling the next generation and continuous professional development. It is also about delivering social value and improving lives through better careers.

In our SPIRE Values 'P' stands for Purpose: "We are a people business, where everyone should feel a sense of achievement and fulfilment, through respect, fairness, equal opportunity and growth."

This is reflected in our approach to Training for better living to leave a positive impact on people. LTS is here to support our internal employees as well as external individuals, organisations, and the wider community.

We are committed to providing a unique breadth and depth of training, which is upskilling our industry, supporting social objectives, and making a genuine difference to people.

Job Purpose:

To support the Social Enterprise Company to maintain quality assurance and compliance standards established by the ESFA, CITB, NOCN, Ofsted, prime funding partners and or professional bodies.

Operational functions; ESFA monthly ILR submissions and compliance checks for apprenticeship delivery. Support to monitor and track apprentices' progress (off-the-job training, functional skills, progress reviews) and ensure systems (PICS, Smart Assessor, BKSB) are used effectively for analysis of curriculum performance.

Salary and benefits

An exciting opportunity to work for a well-established company that offers excellent career progression opportunities.

An excellent benefits package, including:

- 21 days of holiday plus statutory bank holidays & additional days over the Christmas shutdown.
- Pension
- Life Assurance
- Incapacity benefit
- Private Medical Insurance
- Employee Assistance Programme
- EV Salary Sacrifice Car Scheme
- Cycle-to-work Scheme
- Free Eye Tests
- Free Parking

HOW TO APPLY

Please email recruitment@langley.co.uk with a copy of your updated CV and a cover letter.

If you have not received communication from us within four weeks of the closing date, please assume that you have not been shortlisted for this vacancy.

We encourage applications from people from diverse backgrounds and groups, as well as people with disabilities.