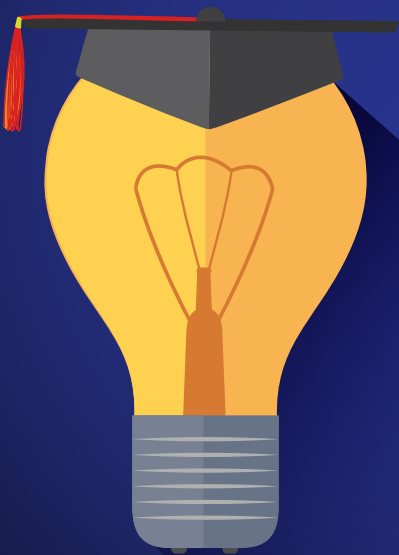


graduate  
training  
scheme  
2018



sterling<sup>®</sup>



Hello, we're Sterling; a modern, innovative, intelligent technology driven, communications agency and print production company. In 2006, we launched our very own Graduate Scheme, which has since attracted numerous talented individuals, many of which have gone on to pursue successful careers within the company. It's that time again when we look for bright, determined graduates to join us on a 12 month training programme that will ultimately lead to a permanent executive position within the company.



# So, what are we looking for?

If you've recently graduated with a Business Studies, Logistics, Supply Chain Management or related degree, you could be joining us.

Whilst we value your qualifications, here at Sterling we believe the most important quality is your desire to make a genuine difference to our business. The ideal graduates will be self-motivated, able to prioritise tasks and manage time effectively, have good attention to detail and an ability to learn new skills quickly.

We're looking for proactive, enthusiastic individuals with a vision of forging a successful, long-term career within our company. You'll be required to hit the ground running, taking on responsibilities within your relevant area of the business and adding value wherever possible.

“ We are constantly striving to recruit the very best people to serve the needs of our clients ”

Jeremy Clare  
Commercial Director



# the training programme

The training programme will cover all aspects of our business, modern printing techniques, electronic reproduction, design, digital media, sales marketing, commercial business and account management. You'll be immersed in all areas of the business, with practical experience in the following key segments:





**digital media:** an awareness of web development projects and digital solutions

**creative:** an understanding of the creative design process, from the initial concept to the finished product, ready to present to the client

**pre-press:** introduction to electronic reproduction and related processes prior to printing

**print:** basic principles of lithographic offset and digital printing with a hands on experience of state-of-the-art press technology

**finishing:** post-print finishing techniques including guillotine, folding, stitching, laminating and related bindery processes

**account management & sales:** assisting Account Managers with client-facing opportunities

**production management:** working with the production planning team to manage print projects from start to finish

**finance:** overview of commercial accounting and financial management

Progress will be monitored by periodic assessments, with an evaluation at the end of the scheme. Successful completion of the scheme will enable you to pursue a career within Sterling that best suits your abilities.

Your development is important to us. So, as part of our ongoing commitment to your career at Sterling, we will support you if you wish to undertake a professional qualification, following successful completion of the scheme.

**“ At Sterling we know the importance of investing in the future, whether that is investing in the most cutting edge technology, implementing sustainable practices or investing in the most highly trained, enthusiastic staff ”**

“ We believe the most important quality is your desire to make a genuine difference to our business. ”

Jeremy Clare  
Commercial Director



our graduate  
successes!

# recent graduates

“ After graduating, I was interested in how data is used to achieve business results. I was fascinated by analytics, identify trends, and looking at how data can be used within businesses to make improvements, ultimately helping to drive profit. I was also really keen to learn about the multitude of ways data processing can be used to personalise a job and make it more effective. The Graduate Scheme has allowed me to do all of that.

What attracted me most to the Scheme was the opportunity to discover where my strengths lay and where I could add value to the company. I recently developed a solution to help our dispatch team automate some of their processes, it's great to be able to see how my work has made a real difference at Sterling.

I currently work in the Direct Mail Department, but during the scheme I have spent time in various areas of the business, such as digital printing, data processing, software solutions, fulfilment and I've learnt a great deal, developing my skills along the way.

What I enjoy the most is the opportunity to develop new skills and to make a real difference to the business. ”



**Cadoc Whiteley**  
Graduate Production Analyst  
Joined Sterling 2017

“ I joined the Sterling Graduate Scheme in October 2017. And I’ve learned a great deal about the business in my short time here.

After graduating, I was interested in several completely different fields, from teaching to insurance, and had no idea which direction I wanted to go in.

What attracted me most to the Scheme was the chance to experience different roles and work with a variety of people so I could develop my own skills, find a career and create a positive impact on the business.

I’ve spent time in a number of departments, currently I am working in the HR and Compliance departments where I spend time promoting health & safety on site and making positive changes to help people work more comfortably and efficiently. I also work within HR managing systems and helping with investigations.

What I like the most about this is having found a role I really enjoy and being able to make a positive difference in the workplace and working with such a great variety of people. ”



**Jessica Fulham**

Graduate HR and Compliance  
Executive  
Joined Sterling 2017



“ One of the unique things about Sterling’s graduate scheme is the freedom and responsibility you are given to shape your role. Unlike many other graduate schemes, you are treated like a team member and have the chance to input into key business decisions right from day one. Your ideas to help drive the business forward are continuously welcome and a great deal of trust is placed on the graduates.

Within a short space of time at Sterling, I have been working closely with directors on key company projects including branding and improving internal communications. Although my primary focus is marketing and communications, I have had experience of learning about all the different areas of Sterling as part of my ongoing graduate training programme.

I’ve really enjoyed working with such a great and supportive team in the beautiful city of Edinburgh and making a positive difference to our business. ”



**Andrew Thornton**

Graduate Marketing & Communications  
Executive  
Joined Sterling 2017

# previous graduates

“ One of the most appealing factors that attracted me to Sterling’s Graduate Scheme was the opportunity to explore a wide variety of business functions. The training is extremely bespoke to your needs so you can find the right area to specialise in.

I am now an Account Manager which involves estimating, booking and processing jobs, liaising with clients, and ensuring jobs are delivered on schedule. I have received world class training and support at Sterling, which has given me an excellent platform to pursue a successful career within the business. ”



**Vikash Chavda**  
BA (Joint Hons) Business Management  
& Human Resources  
Joined Sterling 2014

“ Since joining Sterling in 2008 my progression has been fairly rapid. I started as Sterling’s first ever Graduate Trainee that hadn’t actually been to University, and I was able to advance all the way up to my current position as an Account Management Director. My job involves managing all our internal resources, liaising with customers and the external sales team on key accounts, and ensuring as a department that we are operating as smoothly as possible, both from a production and commercial point of view. I also sit on the current Board of Directors inputting into all the key decisions. ”



**Jamie Smith**  
Non-graduate  
Joined Sterling 2008



# interested?

If you like the sound of our scheme and are passionate about pursuing a successful career with us, please send your CV with a covering letter to:

**Graduate Training Scheme**

Sterling House

Kettering Venture Park

Kettering

NN15 6XU

Or email to: [vacancies@sterlingsolutions.co.uk](mailto:vacancies@sterlingsolutions.co.uk)



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WARWICK





# challenging convention

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**t:** 0131 240 5400

[sterlingsolutions.co.uk](http://sterlingsolutions.co.uk)

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