



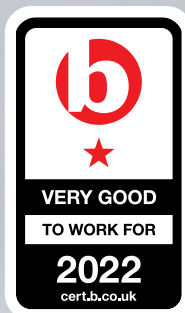
The HBP Group

between artistry and engineer

Bill Gates

FOUNDER

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The HBP Group  
**Academy**



## The HBP Group Academy

Here at The HBP Group, we recognise that investing in talent development is pivotal for both individual success and the sustained growth of our business. We believe we can achieve great things by investing in people at the start of their careers, those looking to change careers and people already working at The HBP Group.

The HBP Group Academy is not just an educational platform; it is a hub of inspiration, designed to attract and nurture talent by offering real jobs and hands-on experience in fast and dynamic work environments, with targeted, qualification-led training opportunities for professional and personal development.

Our academy provides a dynamic learning environment that fosters self-awareness, ownership and collaboration. We aim to attract individuals with different backgrounds, experiences and perspectives, who share our passion for technology and are looking for an environment where they can thrive.



## The HBP Group Academy

# Who is it for?

The HBP Group Academy creates opportunities for people at different stages of their career who want to embark on a journey of learning and development. We create specific job opportunities that are aligned to our academy, providing everything from professional qualifications through to hands-on work. What this means is that we welcome people from a range of backgrounds to join our academy roles, whether you're just starting your career or looking for a new challenge.



### Apprenticeships

Whether you're a school leaver or are looking to learn new skills, an apprenticeship is a great option. Our academy works closely with apprenticeship partners to provide a comprehensive learning experience for you.



### Qualified Professionals

So many skills are transferable between roles and our academy pathway for qualified professionals offers the opportunity to take your existing skills and use them in a new way.



### Graduates

With a degree under your belt, our academy will provide you with you the chance to apply your knowledge and enhance it through additional training and hands-on experience.



### Part-Qualified Professionals

If you're considering a change of career part-way through your training, then our academy can help hone the skills you've already got, and the knowledge you've earned, in a brand new direction.



### Internal Progression

Our academy isn't just open to new candidates, and any existing members of The HBP Group can utilise it for their own progression, whether that be a move into management or specialising in a new role.



### Ex-Forces

Transitioning from the armed forces back into civilian life can be challenging, which is why we welcome any ex-forces professionals to join our academy and kickstart their new career.



# Our Pathways

Each academy position we offer will be aligned to one of our three pathways; Launch, Lead or Learn. These pathways provide different outcomes as well as different training options.

## Launch

For those wanting to start a new career

Designed to empower ambitious individuals with the opportunity to ignite a rewarding career in technology. Our Launch pathway combines real jobs and hands-on experience in fast and dynamic work environments with targeted, qualification-led training, enabling you to seamlessly apply your acquired skills to real life scenarios.



## Lead

For those wanting to step into management

Do you want to be a leader of the future? Designed to empower aspiring leaders with essential skills and knowledge, this dynamic pathway focuses on honing leadership abilities, fostering effective communication and developing strategic problem-solving techniques. Unleash your leadership potential with our Lead pathway.



## Learn

For those wanting to specialise

Designed to transform participants into experts in their field, this unique and immersive experience focuses on sharpening skills, enhancing intuition and engaging in hands-on exercises to develop unparalleled proficiency. Our Learn pathway focuses on specific skills and training to help create specialists in key areas of our business.



## The Outcome

A fulfilling, permanent role

The aim of every academy role we create is to end with a full-time, well-paid job. None of our roles are created purely for training purposes and every one is intended to benefit both the candidate, with tailored support and training, and the business with highly trained, knowledgeable people. It's win-win!



# Training Plans.

Each training plan we offer as part of our academy combines our Core Training with specific Pathway Training for the role itself. These training plans are delivered through a combination of virtual eLearning, coaching, shadowing as well as professional qualifications, where required.

## Core Training

Our core training is designed to ensure you become an integral part of The HBP Group. You'll receive comprehensive guidance on everything from our history and values, to how your role fits into our overarching business strategy. We're committed to providing you with all the information you need to thrive as a valued member of our team.



### Induction

Your induction process will help you understand everything about working at The HBP Group.



### Health & Safety

To ensure you are safe in your role you'll take part in our health and safety training.



### Insights Discovery

Insights helps you understand your own behaviours, as well as that of your colleagues.



### Our Values

Our business is built on our values, so it's important that everyone knows and lives by them.



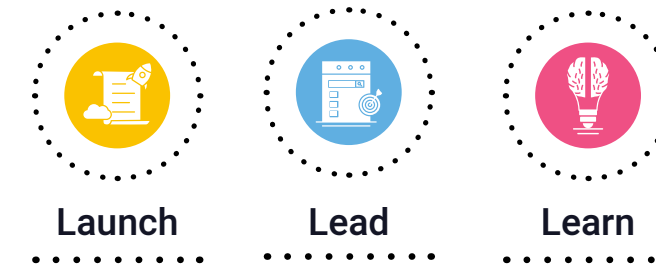
### Accountabilities

Understanding your accountabilities shows you how your role directly impacts the success of the business.



## Pathway Training

Depending on the pathway you embark on, your training will vary to ensure you are prepared for your role. Our pathway training includes in-house training and support, as well as professional qualifications, technical qualifications and process training, to help you excel within your new role.



### Management

For those moving into management, you'll be provided with tailored training.



### Shadowing

You'll actively shadow a colleague carrying out the same, or a similar, role.



### Apprenticeships

Specific apprenticeship schemes can help you learn and progress in key areas.



### Technical

We work with some of the biggest names in tech to offer technical training programmes.



### Process

Managing processes is vital in our industry, so specific project management training is provided, where required.



## Example Pathway

# How it works...

We firmly believe that a business grows when its people grow. The HBP Group Academy goes beyond traditional training; it is a catalyst for personal and professional advancement. By nurturing a culture of continuous learning, adaptability and leadership, our employees will not only excel in their current roles, but will also be well-equipped to take on the challenges of tomorrow. Each of our pathways provides our academy members with everything they need to launch a new career, progress in their current role or to make a positive career change.



## Core Training

Every one of our academy pathways begins with our Core Training, which ensures you are aware of the way in which The HBP Group works and you understand your role and the impact you can make. This training includes everything, from an introduction to the company and an understanding of our business strategy, to our Insights Discovery sessions (that are delivered to every member of the team), which allow you to understand your own behaviours, help you to communicate and enhance working relationships with colleagues, so that they're better than ever before.



## Support & Shadowing

We have a huge wealth of knowledge and experience at The HBP Group, so sharing this with members of our academy programme is absolutely vital. To help your progression and transition into your new role, you'll work alongside one or more of your colleagues to understand how best to carry out your tasks proficiently and effectively. The shadowing process is an important part of your learning and will help you to make the connection between the training you do and the job that you're working towards.



## Qualifications

Many of our academy roles will require specific qualifications to be completed as part of your training journey. These could include product specific-training (such as learning how to use, install or support specific pieces of software) through to completing project management courses, such as Prince II, or a service desk framework, such as ITIL. In addition to this, we may also look at courses that match your own experience, whether that's completing an Apprenticeship in a relevant area, or studying for a professional qualification, such as AAT or CIM.



## Hands-On Experience

The plan for every one of our academy roles is to provide a fulfilling, permanent role, so it is important that everyone gets real-life, hands-on experience as part of their journey. Our aim is to get every academy member trained so they are ready to work on real projects as soon as possible, enabling them to contribute to the organisations' success, as well as fast-tracking their own progress. In our experience, getting hand-on is one of the best ways to hone your skills and increase your knowledge, which is why we're big advocates of it.

# How it's going...

**A change of career direction took Rachelle from a fully qualified accounting professional to becoming our Software Services Director.**

Starting at The HBP Group in 2008, Rachelle Gray is a great example of someone who made a career change after becoming a fully qualified accounts professional. After joining The HBP Group, she progressed from the software support desk to her current role as Director, achieved in 2022, due to her determination and the leadership training provided by the company.

**Rachelle Gray**



**Joanne began her career as an apprentice, working on reception and now leads the company as our Chief Executive Officer.**

Joanne Partridge's career at The HBP Group began in 1992 with a Youth Training Scheme, now known as an apprenticeship. Rising through various roles, she was appointed Managing Director in 2007 and became CEO in 2023, showcasing her dedication and what can be achieved with the right training and opportunities within The HBP Group.

**Joanne Partridge**



Since we formed in 1991, we've always looked at ways to develop people and add to our team by offering opportunities to everyone, regardless of their background, knowledge or experience. Three decades on, we can now boast a number of success stories which have shown how people can not only learn and develop within The HBP Group, but also become part of our leadership team, as shown below.

**After completing a degree, Phil found the perfect opportunity to progress his career and ultimately join our C-Level team.**

Phil Denham joined The HBP Group in 2007, with a degree and some limited experience in Marketing. With support and training from The HBP Group, including being part of a management development programme, he rose to become Chief Revenue Officer, significantly impacting the company's growth and revenue strategies.

**Phil Denham**



**After completing her apprenticeship, Jo went on to become qualified in accounts and now manages our software services teams.**

Jo Benson started at The HBP Group in 2003 as an apprentice in the marketing department. She went on to work in various roles within the business before becoming a software specialist, and has since advanced her career through our management development programme, to head up our software support and professional services teams.

**Jo Benson**



## Vision, Mission & Values

# What Drives Us.

Our Vision and Mission reflect the direction of the business, which guides us on why we exist as a business and the approach we take. Our Values play a key role in supporting our Vision and Mission and reflect the behaviours and traits of the people who work at The HBP Group.



### Our Vision

To change the relationship organisations have with technology.



### Our Mission

Our people are committed to creating exceptional customer experiences by utilising industry-leading solutions and processes.



### Our Values

Our Values are a key part of our Vision and Mission and reflect the behaviours and traits of the people who work at The HBP Group.



## Our Values



**Kind**  
Make people smile.



**Respect**  
Show empathy and compassion.



**Self-Aware**  
Listen, learn and improve yourself.



**Helpful**  
Be generous with your knowledge.



**Trustworthy**  
Treat information with respect.



**Ownership**  
Take responsibility for outcomes





## HBP Systems Ltd

HBP Systems is an award-winning supplier of business IT networks, cyber security, accounting software and EPOS solutions, with offices in Hull and Scunthorpe. With over 30 years' experience, a large customer base and a growing staff team, HBP Systems invests heavily in staff training and development to ensure the highest standards of customer service.

**Visit [hbpsystems.co.uk](https://hbpsystems.co.uk) for more information**



## Kamarin Computers Ltd

Kamarin Computers is based in Peterborough and offer a range of solutions very similar to HBP Systems' product portfolio. The company also has significant expertise in bespoke development and offers a number of add-ons and enhancements for accounting software systems. Kamarin Computers developed both the KCPOS and VisiSoft solutions which are provided across the country by each member of The HBP Group.

**Visit [kamarin.co.uk](https://kamarin.co.uk) for more information**



## KC Jugo Ltd (Jugo Systems)

Jugo Systems joined The HBP Group in 2021 and primarily specialise in EPOS, stock, ticketing and accounting solutions. Based in Hampshire, Jugo focus on growing their customer base in the south west of the UK and work closely with HBP Systems and Kamarin to increase usage of both KCPOS and VisiSoft as well as contributing to the development of both pieces of software.

**Visit [jugosystems.co.uk](https://jugosystems.co.uk) for more information**