

Commercial & Supply Chain

*Partnering with Employers. Building Capability.
Delivering Results.*



76%
Achievement
Rate
2024-2025



A Word from Our CEO

“We’re proud to support the development of professionals who keep businesses moving. Our Commercial and Supply Chain Apprenticeship programmes build the knowledge, confidence, and practical skills needed to manage procurement, logistics, and operations effectively. Working in partnership with employers, we’re helping to shape a workforce that delivers value, efficiency, and excellence across every stage of the supply chain.”

Natalie Cahill, Chief Executive, Fareport Training

Why choose Fareport Training?

At Fareport Training, we’re passionate about creating opportunities that inspire growth and long-term success. Our learner-focused approach ensures every programme builds the confidence, skills, and experience needed to thrive in the modern workplace. For employers, we’re a trusted partner - helping to develop motivated, capable teams that drive business performance and future success.



- ✓ Industry-Recognised Training
- ✓ Flexible Learning
- ✓ Expert Trainers & Assessors
- ✓ Government-Funded Options





Apprenticeships

What are Apprenticeships?

An Apprenticeship is a structured training programme that combines practical, on-the-job experience with off-the-job learning to develop the knowledge, skills, and behaviours employees need to excel in their roles. Apprentices work while they learn, gaining industry-recognised qualifications that enhance their performance and contribute to business success. For employers, apprenticeships are a powerful way to build a skilled, motivated workforce, nurture future leaders, and address skills gaps within the organisation.



How they work

Commercial & Supply Chain Apprenticeships are a partnership between the employer, the apprentice, and Fareport Training. Learners gain hands-on experience in real commercial settings, supported by dedicated off-the-job training that builds knowledge and confidence. Guided by their line manager and a Fareport trainer, apprentices receive ongoing support and regular reviews to ensure progress, practical application, and successful completion of their qualification.

Delivery models for Apprenticeships



Classroom Training



1:1 Session



Webinars



Group Discussion



Exam Prep



**Online Guided
Study Tasks**



Online Portfolio



**Self Study
Workbooks**





Building strategic, skilled people who drive business performance

The benefits for employers:

- **Develop a skilled workforce** - Apprentices gain practical, job-ready skills tailored to your organisation's supply chain processes.
- **Improve Efficiency and Value** - Training supports smarter procurement, stronger supplier relationships, and cost-effective operations.
- **Address Talent Shortages** - Build a reliable pipeline of skilled professionals in critical procurement and logistics roles.
- **Enhance Business Performance** - Skilled employees help reduce risk, improve quality, and ensure supply continuity.
- **Cost-Effective Development** – Government funding and incentives make apprenticeships an affordable, high-impact investment.
- **Build Future Leaders** - Higher-level programmes prepare employees for strategic and management positions within commercial and supply chain functions.

Our Apprenticeship Programmes

- ✓ **Procurement & Supply Assistant Level 3**
- ✓ **Procurement & Supply Chain Practitioner Level 4**
- ✓ **Buyer & Merchandising Assistant Level 4**
- ✓ **Assistant Buyer & Merchandiser Level 6**



Procurement & Supply Assistant

Level 3

13 months + EPA

Overview

Procurement is essential for any business because it involves sourcing and purchasing goods and services that the company needs to operate. Effective procurement ensures that organisations get the best value for money, maintain smooth operations, and can deliver quality products or services to their customers. Professionals in procurement play a direct role in managing a company's expenses by negotiating better deals, optimising supply chains, and finding cost-effective suppliers.

Training Requirements

Candidates should be working within a Procurement & Supply related role and be interacting with their procurement team as well as colleagues from other internal departments and external stakeholders such as suppliers.



Course Page

What's Received

- ✓ Procurement and Supply Assistant Standard
- ✓ CIPS Advanced Certificate in Procurement and Supply Operations Level 3



Topics Covered

- ✓ Supplier approval processes
- ✓ The 4 processes of negotiation
- ✓ Understanding the role of procurement
- ✓ Demand and spend management, analysis and forecasting techniques



Procurement & Supply Chain Practitioner

Level 4

18 months + EPA

Overview

The Level 4 in Procurement and Supply develops breadth & depth of knowledge, covering the entire procurement cycle. It enables candidates to position themselves as fully effective and commercially skilled professionals with transferable skills and career options that span the public, private and charitable sectors. This role includes the process of procurement and the buying of goods and services.

Training Requirements

This qualification includes a Level 4 apprenticeship standard and the CIPS (Chartered Institute of Procurement and Supply) Level 4 Diploma in Procurement and Supply. Candidates should already be working within a Procurement and Supply related role and have direct opportunity to manage procurement based projects within their job role.



Course Page

What's Received

- ✓ Procurement and Supply Chain Practitioner Standard Level 4
- ✓ CIPS Level 4 Diploma in Procurement and Supply



Topics Covered

- ✓ Pre-procurement & early market engagement
- ✓ Supplier Management
- ✓ Contract Agreements
- ✓ Category Management

CIPS Topics

- ✓ Defining Business Needs
- ✓ Commercial Contracting
- ✓ Supplier Relationships
- ✓ Commercial Negotiation



Buyer & Merchandising Assistant

Level 4

14 months + EPA

Overview

If you're interested in the business side of retail, enjoy working with products, and have a knack for organisation and planning, an apprenticeship in buying and merchandising can set you up for a successful and rewarding career. The Buying and Merchandising Assistant qualification is a great way to learn and implement new skills, knowledge and behaviours within a Buying or Merchandising Assistant role.

Training Requirements

Candidates should already be working as a buying or merchandising assistant. This apprenticeship is suitable for Buying or Merchandising assistants who typically work within the retail sector; however, this could be across a range of different companies; for example, trading through stores.



Course Page

What's Received

- ✓ **Buying and Merchandising Apprenticeship Standard**



Topics Covered

- ✓ **Place and manage orders for products**
- ✓ **Monitor competitor activity**
- ✓ **Manage suppliers and key stakeholders**
- ✓ **Critical path management**



Assistant Buyer & Merchandiser

Level 6

14 months + EPA

Overview

The Assistant Buyer and Assistant Merchandiser qualification is a great way to learn and implement new skills, knowledge and behaviours within an Assistant Buyer/Buyer or Assistant Merchandiser/Merchandiser role. This apprenticeship is suitable for Assistant Buyers or Assistant Merchandisers who trade Food, Fashion or General Merchandise.

Training Requirements

Candidates should already be working as an Assistant Buyer or Buyer or as an Assistant Merchandiser or Merchandiser. The entry requirement for this apprenticeship will be decided by each employer but may typically be five GCSEs at grade C or higher.



Course Page

What's Received

- ✓ **Assistant Buyer and Assistant Merchandiser Apprenticeship Standard**



Topics Covered

- ✓ Overall product portfolio and brand image
- ✓ Customer & competitor analysis
- ✓ Current & future buying and loyalty behaviours
- ✓ Factors that influence UK & global markets



Our Trainers

We know that communication is key, which is why we've developed an experienced team dedicated to supporting you and your apprentice throughout every stage of the programme journey. Our Commercial and Supply Chain trainers bring a wealth of industry experience in procurement, logistics, buying, and supply chain management.

Ongoing **Continuing Professional Development (CPD)** ensures our trainers remain up to date with the latest industry regulations, market trends, and best practices — enabling them to deliver high-quality, relevant, and practical training that builds skilled professionals capable of driving efficiency, value, and growth across the supply chain.



**Jemma
Bradshaw**



**Nicola
Holley**



**Lisa
Elsley**



**Marsha-Jean
Toms**



**Richard
Wignall**





Partner with Fareport Training

Whether you're an employer looking to grow your team or an individual ready to take the next step in your career, we're here to help. Get in touch with Fareport Training to find the right apprenticeship, funding option, or support for your goals.



Let's Talk about the training and skills you need for your business. Our team is ready to help you find the best apprenticeship route for your employees, new and existing.

Contact us today  hello@fareport.co.uk



SCAN ME

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