VERLINGUE
APPRENTICE ACADEMY



Verlingue Early Career Route Map

Chartered Insurance Brokers

Investor in Customers® Gold 2025

greenly 2024 Silver TOP 15%

CYBER ESSENTIALS CERTIFIED PLUS

BRONZE | Top 35% ecovadis Sustainability Rating JAN 2026

Who we are

We are part of Verlingue, one of Europe’s largest independent family owned, insurance brokers and employee benefits consultants.

TOP 20
UK BROKER

225+
EMPLOYEES

9
OFFICES

£200M
PREMIUMS

We specialise in the placement of General Insurance, Trade Credit & Employee Benefit programmes to a wide range of industries.

At Verlingue we are committed to acting responsibly, supporting the wellbeing of our employees, clients and partners, and partnering each year with a local charity.



Our values & behaviours

EXCEP-TIONAL

- We listen, we understand, we create the solution.
- Everything we do is designed to make our clients and each other feel special.
- We inspire loyalty by delivering outstanding client service.

PROUD

- We give our best effort every day.
- We build trust by displaying pride and integrity in everything we do.
- We keep our promises to our clients and each other.

INCL-USIVE

- We value and celebrate everyone's contributions.
- We collaborate – we are stronger together.
- We are always positive and respectful with each other.

The background

The insurance sector is growing fast and we need fresh thinking to attract the next generation, especially into broking.

Top talent will not just come knocking, particularly with strong competition from other industries.

At Verlingue, we take a proactive, forward thinking approach to how we recruit, train and develop our people.

That is why we offer a future focused development programme designed to help ambitious young people build a successful, rewarding career in insurance.





The opportunity

At Verlingue we are proud of the expertise and passion we have in our business and recognise that continuing to invest in talent is key to our success.

We are looking for bright and talented individuals to join our Apprentice Academy and help us to shape a future which will provide opportunity for now and for generations to come.

The Verlingue Apprentice Academy is a well-structured development and personal growth training programme for individuals wishing to pursue a career in insurance at a company with an exciting future.

So, the only question is, when would you like to join us?

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Programme overview

Our Apprentice Programme is approved by the Apprentice Standards and designed for those pursuing a career in insurance broking.

Blending real life, e-learning and on the job experience, it offers variety and flexibility to support your career goals. We will help you gain professional qualifications and develop the knowledge and skills to accelerate your career.

Training is delivered by internal and external experts, with support throughout. You will also have a personal mentor to guide you and help you reach your full potential.



PROFESSIONAL QUALIFICATION

Your Professional Qualification Route Map covers all CII units - Certificate in Insurance (Cert CII), Diploma in insurance (Dip), Advanced Diploma in insurance (ACII) The programme will be supported by monthly live virtual classroom sessions.



KNOWLEDGE TRAINING

This forms part of your Personal Development & Growth Route Map and will mainly cover the essential topics to improve your technical abilities including Insurance Market, Risk & Regulation, Policy & Procedure, Client Knowledge, Verlingue Business Areas, Your World Matters & IT & Systems training.



SOFT SKILLS & BEHAVIOUR

Forming part of your Personal Development & Growth Route Map, this covers essential topics and content to improve your soft skills including interpersonal skills, Teamwork, Professionalism, Customer Focus & Service, Negotiation, Courage & Innovation.



COACHING & MENTORING

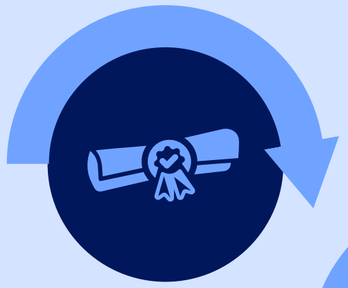
We offer tailored career coaching and mentoring to support your career progress and goals. Develop your wider skills with the help of your talent coach and mentor who you will have regular progress reviews and one-to-one coaching sessions with.

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Your professional qualification development route map

0-2 YEARS

Recruit
A school/college leaver



Onboarding & induction training
Technical & on-the-job training



Start Cert II Qualifications



Complete Cert II & Apprenticeship Programme



2-5 YEARS POTENTIAL UPON SUCCESS

Continual professional qualifications by starting Dip



Complete Dip CII Qualifications



Start ACII Qualifications



Graduate with ACII Qualifications



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Your personal development & growth route map

Your world matters
Understanding ESG, Diversity & Inclusion, Mental Health, Values & Behaviours

Interpersonal skills
Understanding how to write professional emails, minutes, answer & make phone calls

Professionalism
Understanding utmost good faith and demonstrating role-model behaviour with colleagues, clients and partners as part of being a Chartered Insurance Broker

The Insurance Market
Understanding what insurers and brokers do and the products and services

Business Acumen & Commercial Awareness
Understanding impact of change within the Insurance Market and can differentiate between short-, medium and long-term business objectives

Courage & Innovation
Understanding the importance of and how to positively challenge the status quo to continuously improve

Risk & Regulation
Understanding the legal & regulatory framework we operate in and our policies and procedures to ensure we remain compliant

Technical Knowledge
Understanding & developing the skills needed to perform your role effectively

Customer Focus & Service
Understanding what exceptional Verlingue customer service is, why it is important & how to deliver it

Verlingue Business
Understanding the different business functions and roles within Verlingue

Negotiation
Understanding the importance of and how to achieve a win-win solution

IT & Systems
Understanding how to get the best from Acturis, Microsoft Suite to help your succeed in your role

Teamwork
Understanding how to get the best from your team & the positive impact you can make on results.

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Verlingue apprenticeship framework

Our comprehensive, well-structured development and personal growth programme will ensure you develop the knowledge, skills and behaviours needed to be successful in a career in Insurance Broking. The programme will be tailored to the job role you are interested in and could include Client Service, Sales, Broking, Claims. Occasionally we would look to recruit in Operations, Finance, IT, HR, Marketing or Compliance which means you will develop core skills as well as role-specific competencies through your bespoke route map.

Verlingue Apprenticeship Programme

Assistant Client Adviser
End point assessment

Client Adviser
End point assessment

Senior Client Adviser
End point assessment

The Chartered Insurance Institute (CII)

Certificate in Insurance Cert CII
3 modules of multiplechoice online exams

Diploma in Insurance Dip CII
4 modules of multiplechoice online exams & written assignments

Advanced Diploma in Insurance ACII
5 modules of course work assignments

National Apprenticeship
Corresponding standard

Insurance Practitioner
End point assessment

Insurance Professional
End point assessment

Senior Insurance Professional
End point assessment

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Verlingue career opportunities

Because we deal with many different types of insurance as well as employee benefits, career development prospects at Veringue are abundant. Gaining the appropriate qualifications as you work, can also lead to further career progression opportunities.

It does take time to work up to a senior position, but, once you get there, the benefits can be plentiful! Because there are so many different career/role routes within our business, as well as opportunities to train on the job, it's no wonder that so many people are choosing to join the Verlingue family.

Business Insurance	**Claims**
Employee Benefits	**Private Clients Insurance**
Broking	**Trade Credit**



What do our previous apprentices say?



I remember finishing college with the dilemma of either going to university or doing an apprenticeship, then I saw this opportunity and I knew it was what I wanted to do. I love how every week is different and the opportunities have been over and above of what I could have imagined. The exposure I have got in my role with a supporting team has helped me grow in such a quick time, I couldn't recommend it enough.

Ben Iwanowytsch, Cert CII, Assistant Placement Broker



I joined Verlingue in September 2024 as an apprentice in the Private Clients department, and I honestly couldn't have asked for a better start to my career. From day one, I was welcomed, supported, and encouraged to ask questions, get involved and take on responsibilities, which helped me learn and develop faster than I ever expected. Being part of the Private clients team has given me the confidence to grow, build strong relationships and feel genuinely connected to the work I do. The opportunities for learning, development and progression have been excellent, and I am proud that my apprenticeship as an Assistant Private Client Adviser has supported me in progressing into my current role as an Associate Client Services Manager.

Elsie Holt, Cert CII, Associate Client Service Manager

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Contact us today!

Applications for 2026 are now closed.

To find out more about any vacancies, please contact our Senior Learning & Development Adviser, Magno Luis **magno.luis@verlingue.com** or our HR team **hr@verlingue.com**.

Alternatively, please call our HR team on **0208 290 6900**.