

**BUILDING YOUR FUTURE**

**Higgins**  
GROUP

Three young men, likely trainees, are standing on a construction site. They are wearing grey hard hats with the 'Higgins' logo, high-visibility yellow safety vests over dark jackets, and dark trousers. The background shows a construction site with a cloudy sky.

**MANAGEMENT  
TRAINEE  
PROGRAMME**

**EARN A CONSTRUCTION RELATED  
DEGREE APPRENTICESHIP**



# MANAGEMENT TRAINEE PROGRAMME

- 05** The Higgins Family
- 07** Building Your Future
- 09** Management Trainee Core Disciplines
- 11** Additional learning and development
- 13** Working at Higgins
- 15** Where you could work
- 17** Current Management Trainees
- 23** Management Trainee Programme Successes



**COLLABORATIVE**

**RESPECTFUL**

**COMMITTED**

**RESPONSIBLE**



## OVER 60 YEARS OF THE HIGGINS FAMILY JOURNEY

A family run company with values focussed on the needs of clients and the well-being of staff.

One day in 1960, a young building estimator told a friend and colleague,

**"I'm going to start up on my own in building"**

The response was immediate

**"I'll come with you"**

On the 1st of March 1961, Derek Higgins OBE founded what is now Higgins Partnerships.

Higgins Group now consists of two aligned operating components, Higgins Homes and Higgins Partnerships.



Anyone can say they can build, but we can deliver.

Building is the key element of what we do, but we do a whole lot more! We put community needs and safety first for every project. We develop relationships with people, forging success through partnerships.

Utilising our 60 years of experience, we create solutions that overcome any financing or development obstacle, in any economy, on time and on budget. Our goal is to develop buildings that help communities thrive.

**We make the impossible possible.**

# BUILDING YOUR FUTURE

The Higgins Management Trainee Programme was created to identify an array of young talent and to develop careers within the Construction Industry and Built Environment. The programme allows individuals to get a taste for a number of core disciplines throughout the company before securing a Trainee Site Management position.

Once enrolled on the programme, flexible rotations allow trainees to spend 3-4 months in four different departments.

During term time trainees will be working a four day week, with the remaining day spent at an industry accredited University working towards a Construction related BSc (Hons) degree apprenticeship. Higgins have a management trainee network who meet bimonthly to share experiences and benefit from peer learning and wider exposure to the business.

The programme fully funds the degree and allows individuals the opportunity to 'earn whilst they learn' without the burden of debt once the course has been completed. Individuals will earn a competitive salary and will benefit from performance based annual pay rises.

Whilst at Higgins, each Management Trainee will be enrolled in a mentor programme whereby a Senior employee will provide individual guidance on their career at Higgins as well as assistance with their studies.

At Higgins we recognise the importance of young potential and provide the building blocks for management trainees to advance to senior levels of Management and Directorship.

A family run company.

Big enough for you to grow in, small enough for you to make a difference.

## KEY BENEFITS



Performance related annual pay rises



Personal development plan



21 days annual leave plus 5 study days



Travel Expenses



Four day working



No student loan



One day at University



Mentor programme



1 day volunteering



Pension



Higgins Social Club



Higgins Rewards pay rises



Life Insurance (linked to pension)



Network Meetings



Buddy



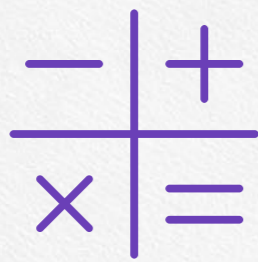
# MANAGEMENT TRAINEE CORE DISCIPLINES



## Commercial

In this rotation trainees are based on one of our live sites, and have the opportunity to work with experienced surveyors as part of a project team gaining insight into:

- Budgets Reviews and Cash Flow Management
- Financial Management of Supply Chain
- Admin of Subcontract and Main Contract
- Cost Value Reconciliations
- Contract Relationships and Contract Conditions
- Conflict Avoidance
- Bonds, Guarantees, Warranties and Insurances
- Communication and Management



## Pre-construction

This rotation is split into two parts; focused on estimating and planning, trainees gain insight into these head office functions and the tender process, including:

- Pre-Qualification
- Tender Process
- Tender Deliverables
- Contract Process
- Planners Procedures
- Logistics
- Pre-Tender Appraisals
- Estimating Software



## Production

In this rotation trainees are based on one live site throughout the programme, and have the opportunity to work with an experienced Site Manager, with activities including:

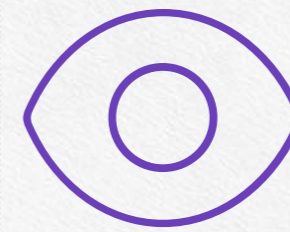
- Management System Procedures
- Construction Techniques
- Subcontractor Notices
- Material Requisitioning & Delivery Scheduling
- Subcontractor Procurement Schedules
- Client Project Meetings
- Site Progress Reviews
- Drawing Reviews
- Inspections
- Health and Safety
- Snagging



## Technical

Working between head office and site to gain practical experience working within the technical department, and understanding the roles and responsibilities of the Technical roles in the business:

- Consultant Fees & Utilities
- Consultant Appointments and Warranties
- Design Programmes
- Employers Requirements
- Building Regulations
- Planning
- Building Information Modelling
- BREEAM
- The Building Safety Act
- Document Management System



## Mini taster departments

The opportunity for trainees to spend time with a range of business functions and learning how each department contributes to company performance.

- Accounts
- After Sales
- Compliance / ESG
- Land & New Business / Higgins' Homes

# ADDITIONAL LEARNING AND DEVELOPMENT

## Training



H&S Induction



Communication Skills



Procurement and Supply  
chain overview



CSCS Card



Assertiveness



Print Room and Facilities  
overview



Presentation Skills



Business Writing Skills



Health and Safety in practice  
overview



Time Management Skills



Social Value overview



Plant Yard overview

## Applications to Onboarding:



4 November 2024  
Applications open



March 2025  
Interviews



September 2025  
Trainees start with Higgins  
Trainees start at University



16 February 2025  
Applications close



April-August 2025  
Trainees make University  
applications



£213m

turnover

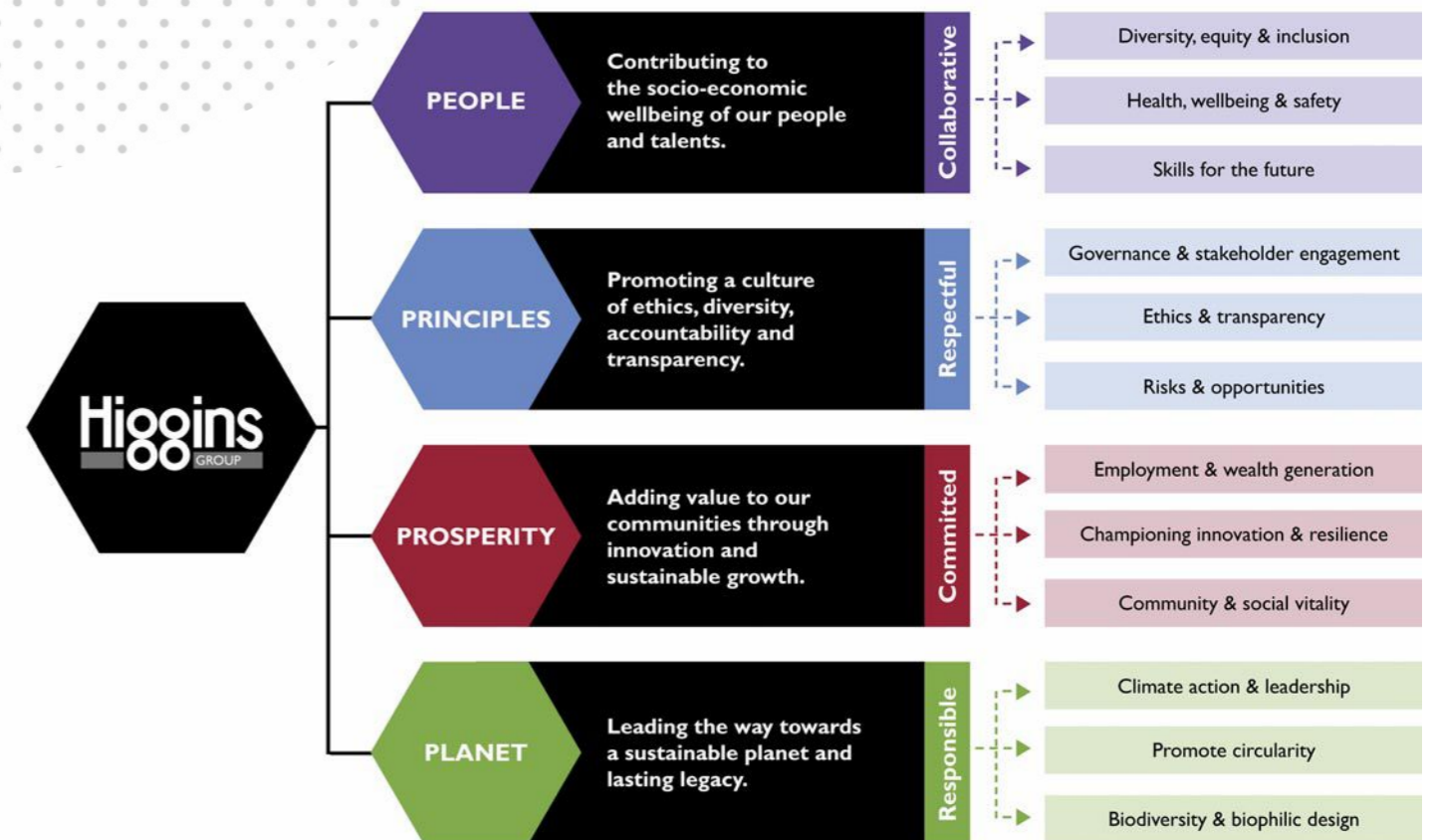
22

live projects

294

employees

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE – FOUR PILLARS



## WORKING AT HIGGINS

Higgins Group is a regional contractor developer operating throughout London and the South East. As a family owned company, trainees are fully supported throughout their career.

At Higgins you are treated as an individual and given the opportunity to grow and develop your career with fantastic support from the team.

On Building Your Future we will work with you towards your Trainee Site Management position whilst getting experience working in all parts of the company to gain a wider understanding of the business and sector.



20% of employees have been through a Management Trainee Programme



Student Awards



100% have received training in the 1st year

## OUR CORE VALUES



**COLLABORATIVE**

We are collaborative with our colleagues, our supply chain and our clients.



**RESPECTFUL**

We are respectful of our colleagues, our supply chain and of the communities we work in.



**COMMITTED**

We are committed to maintaining high standards, to building a positive culture and to continual improvement.

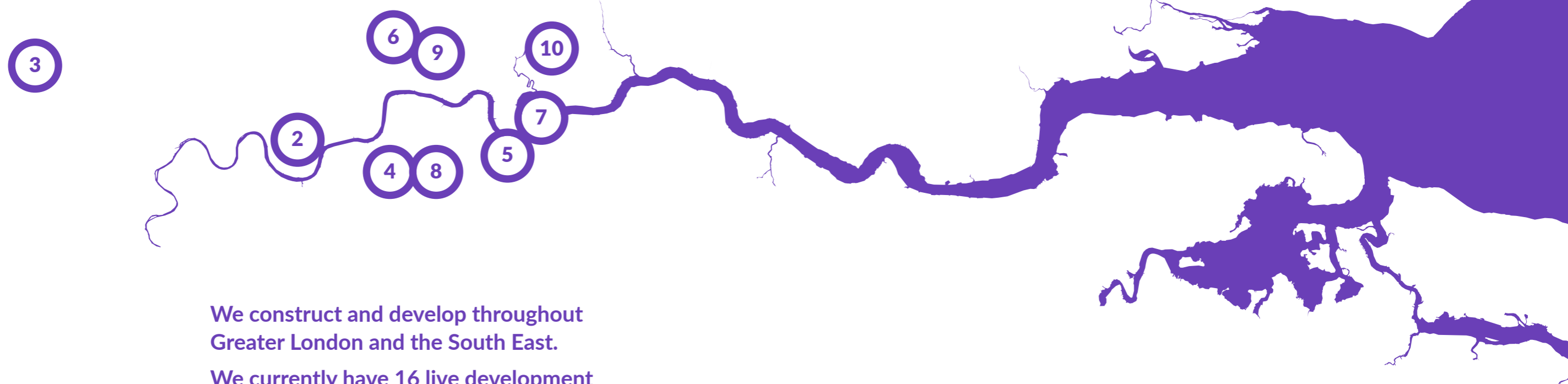


**RESPONSIBLE**

We are responsible for ourselves, for others and for our work environment.



# WHERE YOU COULD WORK



We construct and develop throughout Greater London and the South East.

We currently have 16 live development and new build opportunities ranging in value from £32 million to in excess of £350 million.

1



**1. BOTANICAL PLACE, SURREY**

**Partner:** Retirement Villages Group  
**Homes:** 196

**2. HARTOPP POINT & LANNOY POINT, HAMMERSMITH**

**Partner:** London Borough of Hammersmith and Fulham  
**Homes:** 134

**3. HAYES TOWN AND AVONDALE DRIVE, HILLINGDON**

**Partner:** London Borough of Hillingdon  
**Homes:** 740

**4. SOMERLEYTON ROAD 2, BRIXTON**

**Client:** Lambeth Council  
**Homes:** 363

**5. DEPTFORD LANDINGS, DEPTFORD**

**Client:** Peabody  
**Homes:** 189

**6. YORK WAY, ISLINGTON**

**Partner:** City of London Corporation  
**Homes:** 91

**7. SAXON WHARF, GREENWICH**

**Client:** Notting Hill Genesis  
**Homes:** 145

**8. LEDBURY ESTATE, PECKHAM**

**Partner:** Southwark Council  
**Homes:** 340

**9. BUCKLAND STREET AND WIMBOURNE STREET, HACKNEY**

**Partner:** London Borough of Hackney  
**Homes:** 81

**10. GREENHILL CENTRE, HATHAWAY CRESCENT, ST JOHN STREET, PLAISTOW**

**Partner:** London Borough of Newham  
**Homes:** 223

## KODI

◀ "After finishing sixth form, I decided to take a gap year to explore my options. I had previously completed work experience with a construction company during sixth form, which confirmed that this was the career path I wanted to pursue. That's when I came across the Higgins Management Trainee Programme. After doing plenty of research, I applied and was pleased to get accepted. The first month has been great, and I'm really thankful to have such a supportive team. Everyone wants you to succeed and is always willing to offer their time and advice. The support system here is fantastic, and as I gain more responsibility, my confidence and skills grow, helping me step into the role of a site manager. I've also just started University and can already see how I can apply the theory to real-life situations. This route allows me to get paid while earning my degree, allowing me to progress faster in my career compared to the traditional University route."



# CURRENT MANAGEMENT TRAINEES

## HABEEB

▶ "I initially had an interest in engineering when I was younger, but after completing a course in construction at College, my passion grew, and I decided that this was the path I wanted to pursue. I applied for a few apprenticeships, but Higgins' programme stood out to me. Their commitment to young people and their work in local communities really resonated with me, and I could relate to their values."

So far, I am thoroughly enjoying the programme and have been learning so much on-site from my colleagues. The mentoring programme has been incredibly helpful, and I feel very supported by my team. I would definitely recommend combining working and studying, as it gives you a broad understanding of the industry, which you can apply to your day-to-day role."





## RYAN

◀ "After finishing my GCSEs, I decided not to pursue A-Levels and instead got my CSCS card to work on-site for a year. I then heard about the new T-Levels, so I enrolled on the two-year course in Design, Surveying, and Planning for Construction. As part of my course, Higgins offered me work experience two days a week on their West Byfleet development, which I really enjoyed. During my time there, I learned about the Management Trainee Programme, applied, and was thrilled to secure a place. My first month has been a fantastic learning experience on the Ledbury Estate development - from booking deliveries to attending meetings with the site manager and keeping the site in good order. The team has been incredibly supportive, and there's a great network of trainees who help one another. I've also attended several social events, which have been a great way to get to know the wider team. I would 100% recommend this route because it allows you to apply what you learn at University in real life, significantly broadening your knowledge and skills."



## GRACE

▶ "I've learned so much in my first year on the programme, gaining experience across different disciplines to truly understand the business. The combination of studying and working has been incredibly beneficial, as it allows me to apply theory directly into practice. For anyone considering a career in the construction industry, this is definitely the best route, providing both hands-on experience and a degree. Higgins also offers a fantastic mentoring system, with great support from everyone in the team. Plus, being part of a cohort of management trainees provides an invaluable network of peers who have shared experiences and are always ready to offer advice."



## JAKE

◀ "My first year has been incredibly enjoyable, with something new to learn each day. Having studied Construction Management at College before joining the programme has provided a solid foundation, and I'm already connecting what I learned in my course with both my University studies and hands-on experience. I've really enjoyed the different rotations, especially being out on site, where I can see the work I've contributed to coming to life in new developments. The support system here is excellent, and I've never hesitated to ask questions, which is so important, especially when you're young and starting your career. If I could give any advice to a trainee, it would be to act like a sponge—take in everything you're learning from those around you."



## HARRY

▶ "I've really enjoyed my first year on the programme and am now completing my final rotation within the technical department. Gaining experience across all departments has given me a broad understanding of the business, which I can apply to the tasks I take on. The programme has also greatly improved my communication skills, and I've felt incredibly supported by my team members and mentors, who are always willing to share their knowledge. Balancing University studies with work has been hugely beneficial, allowing me to apply what I'm learning in real-time. I would highly recommend this route to others—you get a degree and the security of a job at the same time."



**KEZIAH,  
TRAINEE SURVEYOR**

Progress

Management Trainee

Trainee Surveyor



**TOBY,  
TRAINEE SURVEYOR**

Progress

Management Trainee

Trainee Surveyor



**BRIDGET,  
TRAINEE SURVEYOR**

Progress

Management Trainee

Trainee Surveyor

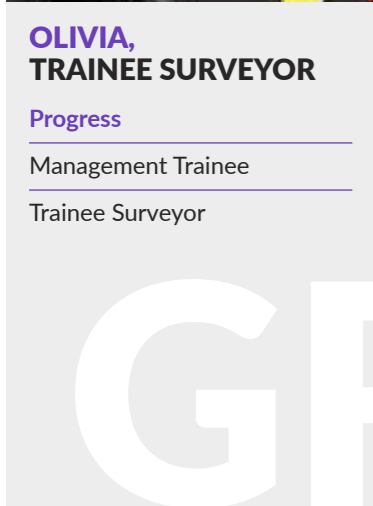


**EMILY,  
TRAINEE PROJECT  
CO-ORDINATOR**

Progress

Management Trainee

Trainee Project Coordinator



**OLIVIA,  
TRAINEE SURVEYOR**

Progress

Management Trainee

Trainee Surveyor



**RONAK,  
TRAINEE SURVEYOR**

Progress

Management Trainee

Trainee Surveyor



**KYLE,  
TRAINEE SURVEYOR**

Progress

Management Trainee

Trainee Surveyor



**CALLUM,  
ASSISTANT SITE  
MANAGER**

Progress

Management Trainee

Trainee Site Manager

Assistant Site Manager



**GEORGE,  
ASSISTANT  
CONTRACT SURVEYOR**

Progress

Management Trainee

Trainee Surveyor

Assistant Contract Surveyor



**CHARLIE,  
ASSISTANT CONTRACT  
SURVEYOR**

Progress

Management Trainee

Trainee Surveyor

Assistant Contract Surveyor



**NATALIE,  
ASSISTANT CONTRACT  
SURVEYOR**

Progress

Management Trainee

Trainee Surveyor

Assistant Contract Surveyor



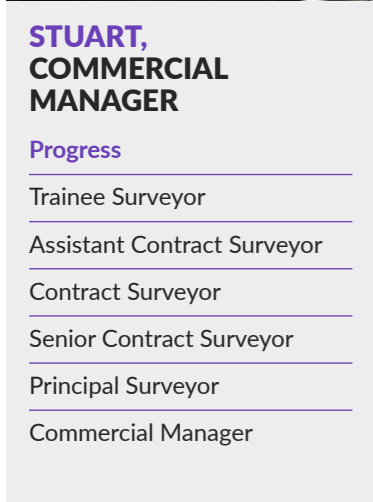
**MAISIE,  
ASSISTANT  
PRE-CONSTRUCTION  
MANAGER**

Progress

Management Trainee

Trainee Bid Manager

Assistant Pre-Construction  
Manager



**STUART,  
COMMERCIAL  
MANAGER**

Progress

Trainee Surveyor

Assistant Contract Surveyor

Contract Surveyor

Senior Contract Surveyor

Principal Surveyor

Commercial Manager



**NICOLA,  
SENIOR PROJECTS  
CO-ORDINATOR**

Progress

Apprentice Plumber

Management Trainee

Pre-Construction Assistant  
Project Co-ordinator

Project Co-ordinator

Senior Project Co-ordinator

Principle Co-ordinator



**BRODIE,  
TRAINEE PROJECT  
CO-ORDINATOR**

Progress

Management Trainee

Trainee Project Coordinator



**GEORGE,  
TRAINEE PLANNER**

Progress

Trainee Planner

Management Trainee

Trainee Planner



# BE PART OF A WINNING TEAM

## 2024

### LABC Warranty Bricks Awards

Winner of Major Projects Development of the Year for Hanwell Square, Boston Road

### Considerate Constructors Scheme (CCS) National Site Awards

Cherry Garden School – bronze

### Considerate Constructors Scheme (CCS) National Site Awards

Hanwell Square, Boston Road – bronze

### Considerate Constructors Scheme (CCS) National Site Awards

Chobham Farm – bronze

### Inside Housing Development Awards

Shortlisted for Best Affordable Housing Development – Stonebridge Estate

### Black Professionals in Construction (BPIC) Awards

Shortlisted for Best Social Value Team, Best Community Project for Eat Club, Newham, Best Project of the Year - Stonebridge Estate (winners announced December 2024)

### Construction News Awards

Shortlisted for Community Engagement Project of the Year – Stonebridge Estate

## 2023

### Construction News Awards

Shortlisted for Community Engagement Project of the Year – Chippenham Gardens

### Inside Housing Development Awards

Shortlisted for Partnership of the Year – Hanwell Square, Hanwell

### Construction News Workforce Awards

Shortlisted for Apprenticeship Initiative of the Year

### Construction News Workforce Awards

Shortlisted for CSR Initiative of the Year

### Social Value Awards

Shortlisted for Best Private Sector Leadership

## 2022

### The National Apprenticeship Awards

Recruitment Excellence - Large Employer of the Year – Highly Commended

### The East of England National Apprenticeship Awards

Large Employer of the Year – Recruitment Excellence

### The East of England National Apprenticeship Awards

Large Employer of the Year – Highly Commended

### Black Professionals in Construction

Best Apprenticeship Programme

### Social Value Awards

Shortlisted for Private Sector Leadership Award

### Inside Housing Development Award

Shortlisted for Best Shared Ownership Development – Hanwell Square, Hanwell

### Inside Housing Development Awards

Shortlisted for Best Affordable Housing Development – Hanwell Square, Hanwell

### First Time Buyer Awards

Shortlisted for Private Developer of the Year

### First Time Buyer Awards

Highly Commended for Best Small Development – Alphabet, NW6



## DECLAN HIGGINS

“At Higgins we understand how difficult it can be for school leavers to select a career path without understanding the multitude of roles and responsibilities within the construction industry.

‘Building Your Future’ has been designed to remove the pressure of blindly selecting a career by allowing trainees to gain experience in a number of key departments within the business. This exposure also supports trainees with their studies and upon completion, results in an all-round young professional that understands the ‘Higgins way’ of working.

We are extremely proud of the programme that continues to successfully identify young talent for the industry and we look forward to what the future brings.”



**Head Office**

One Langston Road, Loughton,  
Essex, IG10 3SD

Telephone

**020 8508 5555**

Email

**[buildingyourfuture@higginspartnerships.co.uk](mailto:buildingyourfuture@higginspartnerships.co.uk)**

Website

**[www.higginspartnerships.co.uk](http://www.higginspartnerships.co.uk)**