Dear Mr Field,

Thank you for providing Aldi with the opportunity to contribute to your inquiry into in-work progression in Universal Credit.

Aldi recognises that our employees are our biggest asset and have been at the core of our success and growth in the UK for almost 30 years. Motivated colleagues mean a more productive workforce and higher levels of retention. That is why we understand it is important that colleagues have the opportunity to progress and the flexibility to work in a way that best fits their life.

**Internal Progression**

Aldi’s flagship policy for delivering career progression is our internal talent management process which operates across Store Operations and Logistics. This national programme ensures that individuals who demonstrate passion, commitment and hard work are able to thrive at Aldi and move into management roles. Progression opportunities are open to all colleagues from Store Assistant level to Manager level. Once they have completed a structured and transparent assessment process, successful candidates are placed in a National Talent Pool and are alerted when new roles are made available.

Once at management level, our colleagues benefit from a team dedicated to the career progression of management positions, pushing them further and into more senior roles within the business. Many of our senior directors have made their way up through the business, and we are committed to continuing this opportunity in the future.

**Apprenticeships**

Aldi launched its Stores Apprenticeship Programme in 2011 and following high levels of interest expanded this to incorporate our Logistics colleagues in 2013. More recently, we have also launched a drivers and business administration apprenticeship as well as one in the Chartered Institute of Personnel and Development (CIPD), the Chartered institute of Management Accountants (CIMA) and IT. Each apprentice gains valuable on-the-job qualifications and the opportunity to secure a permanent position at the end of the programme. We understand that many can struggle with the cost of living when undergoing an apprenticeship and that is why we offer a competitive starting salary of £183 per week in the first year, rising to a minimum of £273 per week in year three.

Through our programmes, we are creating a pipeline of future talent and securing skilled, loyal colleagues to support the business as it continues to grow. Apprentices learn everything there is to know about their area of the business from the ground up, so once they start their permanent position, they have an extensive knowledge of the retail industry and their sector in particular. This helps in delivering greater job satisfaction as colleagues feel more confident in their role, and aids with retention as the business recognises their skills and value.

**Flexible Working**

All colleagues are entitled to request formal flexible working, which we will take into consideration both supporting the individual and the business needs. The nature of our business means we offer different contracted hours, ranging from 15 to 40 hours a week.

Non-management level colleagues work shifts and as such have a wide range of working hours available to them and many flexible working arrangements are accommodated informally by leaders completing their rotas. For management level employees in stores we
provide the option of reduced hours contracts and for our logistics managers we provide the flexibility to start and finish early or late.

I hope you find the above informative and useful for your inquiry. To emphasise again, we value the contribution of all of our colleagues and pride ourselves on giving everyone at Aldi the opportunity to succeed. We will continue to regularly review how we can do so and ensure the ongoing success of our employees and the business.

Kind regards,

Giles

Giles Hurley
Chief Executive Officer - UK and Ireland
ALDI Stores Limited
Holly Lane
Atherstone
Warwickshire
CV9 2SQ