

Get Ready For... Employment

Qualification: City & Guilds, NCFE, OCR **Subject Area:** Pre-Employment **Level:** 1
Attendance details: Part Time, Short Course **Location:** City Campus

Course Information

Who is this course for?

This course is designed for candidates who wish to develop their knowledge and understanding of the world of work. It is an ideal pre-cursor or follow up to a Get ready for... vocational themed course.

What do you need to apply for the course?

This course is suitable for anyone aged 18 or over who is unemployed, eligible to work in the UK and who is claiming JSA or ESA (WRAG) or other benefits such as income support, housing, council tax, pension credit or an unwaged dependent. People aged 18 or over who are not in receipt of a benefit are also welcome to apply.

Anyone who falls outside of these categories is also welcome to contact the Pre-employment Team for details.

What are the key things you'll learn?

This course includes:

- Presenting yourself at work
- Job search and training skills
- Job application skills
- Interview skills
- Setting yourself targets
- Understanding motivation
- Problem Solving
- Working in a team

How will you learn?

This course is taught through classroom based theory lessons, interactive activities, group work and observations.

Where could this course take you?

After successfully completing the course you will have the skills required to get ahead in the job market, progress on to further study, distance learning or apprenticeship.