

DISCOVER THE ESSENTIAL SKILLS TO

Finding Employment

This is an interactive programme that rebuilds the confidence and skills for participants who are actively looking for employment and want to update their job seeking skills and techniques to secure a job.

The programme helped me regain my confidence, dignity and self esteem.

The first two weeks of the course really helped my communications and group workskills which was critical for me at interviews and when I got the job.

FREE innovative and job focussed training programme helping unemployed people to:

- Identify and document their skills
- Prepare a winning CV to get you to job interview
- Identify what skills you have gained; through employment, education, voluntary work
- Your outcomes and achievements
- Job hunting, methods and techniques using the internet and Linked In
- Cover letters – sample cover letters
- Matching your cover letter to the job advertisement and job details
- Ensuring the correct 'pitch' with your job application
- Interview Skills
- Independent Job Search
- Successful interview skills
- Mock Interviews and feedback



I rediscovered my skills, traits and achievements in my worklife which allowed me to find the job I wanted, I now feel valued.



For further information, please contact:

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