



Course details

Course title

Get ready for Work - Employability Skills

Course code

Q00015775

Course date

Start: 15/11/24

End: 29/11/24

Number of classes

5 sessions

Timetable

Fri 15th Nov, 10:00 to 12:00

Mon 18th Nov, 10:00 to 12:00

Fri 22nd Nov, 10:00 to 12:00

Mon 25th Nov, 10:00 to 12:00

Fri 29th Nov, 10:00 to 12:00

Tutor

Inna Gorobets

Fee range

Free to £37.00

How you'll learn

You'll join a small group of fellow learners for classes online in video meetings and materials will be provided in our virtual learning environment.

Got it!

Online

Venue

Online

Level of study

Beginners

Course overview

Prepare yourself for the workplace with this comprehensive employability skills course. Ideal for individuals looking to enhance their job prospects and develop the essential skills needed for employment.

Course description

Get Ready for Work - Employability Skills is designed to help individuals develop the key skills needed to succeed in the modern workplace. The course covers essential topics such as CV writing, interview preparation, communication skills, teamwork, and time management. Participants will engage in practical exercises, role-playing scenarios, and group activities that provide real-world experience and insights into what employers are looking for. The course also includes guidance on how to present oneself professionally, both in person and online, and how to stand out in a competitive job market. By the end of the course, participants will feel more confident in their abilities to secure and succeed in employment. This course is ideal for job seekers, career changers, and anyone looking to improve their employability skills.

What financial support is available?

We don't want anything to stand in your way when it comes to bringing Adult learning within reach so if you need anything to support you to achieve your goals then speak to one of our education experts during your enrolment journey. Most of our courses are government funded but if you don't qualify or need.

What other support is available?

All of our digital content, teaching and learning activities and assessments are designed to be accessible so if you need any additional support you can discuss this with the education experts during your enrolment journey and we will do all we can to make sure you have optimal access.

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