



EMPLOYABILITY EXTRA (JOBS CLUB)



COURSE DESCRIPTION

“Our Employability Extra course is perfect for individuals who require support with their CV, covering letter and interview preparation. This course will support individuals through the application process and provide current and up to date guidance on effective job seeking.

Individuals on our Employability Extra programme will explore the different methods of effective job searching, this course is ideal for individuals who want to move into sustainable employment quickly.

Individuals will take part in both group work and 1 to 1 coaching and mentoring sessions to identify and apply for suitable jobs. The course aims to support individuals to identify several jobs that match their skills and to complete applications with the support and guidance of our tutors who can supply instant feedback, guidance and support. “



COURSE UNITS/ CONTENT

Prepare to achieve your own goals, Promoting yourself and preparing for job interviews, Recruitment methods, motivation for work



COURSE QUALIFICATIONS

Non regulated SFA formula funded provision, Level 1, Preparation for Work, 101 to 196 hrs, PW Z0001551



ENTRY REQUIREMENTS

UNEMPLOYED



AGE REQUIREMENTS

18+ YEARS OLD



COURSE FEES

FULLY FUNDED



COURSE HOURS/ DURATION

120 HRS

WHAT CAN I DO NEXT?

Successful job search and interview support provision, Step Into Employment Courses, Step Into Self Employment Courses



For more information email us at : info@ssgservices.co.uk or call us on : **01234 340782**

www.ssgservices.co.uk

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