

How can I get further information?

The Employer Skills and Services Team at Liverpool Community College is on hand to assist.

Please telephone:

0845 013 1515 or **AskTheTeam@liv-coll.ac.uk** • **www.twitter.com/LCC_ESS**

Employer Skills and Services
Liverpool Community College
Bankfield Road
Liverpool
L13 0BQ



Seize this opportunity for a new beginning...

Recruitment Solutions



Liverpool Community College

'Working with Business'



There is an opportunity for you to further your career with Liverpool Community College by taking part in one of our employability programmes

We'll give you lots of support and information to inspire and motivate you whilst helping to guide you towards a new career.

The funding available can support you with:

- the secrets to writing a great CV and job application, and how to pass an interview with flying colours
- access to take part in Taster courses
- a chance to update your skills
- the opportunity to undertake Qualifications if you need them
- introductions to employers with job vacancies

We are confident that our package will breathe new life into your future in an inspirational way

Been made redundant?

If you are less than 6 months unemployed, have received a 90 day notice of redundancy or have recently been made redundant, a full programme of support is open to you.

Examples of the type of support offered include: Updating your CV, finely tuning your interview

technique and employability skills; the opportunity to go on none accredited or accredited training courses for example, Pttils, Sage, 17th Edition, City and Guilds 2391, SQL programming.



Been unemployed for over 6 months and aged 19 or over?

We offer sector specific training in the areas where we understand jobs are available. We have produced a programme which is flexible to meet your needs. The sectors we currently offer include:

- **Business Start Up**
- **Security**
- **Warehouse**
- **Business Admin**
- **IT**
- **Hospitality**
- **Health & Social Care**
- **Contact Centre**

There will be an initial interview with one of our team in order to discuss options open to you followed by an induction/enrolment day.

Please note: there will be no offer of training if the initial interview and induction day is not attended.

Applicants must be 19+, unemployed for 6 months and over and in receipt of JSA.

Been unemployed for over 6 months and aged between 18 and 24?

We can offer you a full time programme of between 3 and 6 weeks on sector related training courses whilst finely tuning your CV and interview skills. As part of our service we will assist in sourcing vacancies in the area on completion of training.



Been away from the work market and want to return?

This programme of support is open to anyone who has been unemployed for any length of time. We make contact with employers who have vacancies in the area and put you in touch regarding interviews.

For all of our programmes of support, training has been arranged so that it will be less than 16 hours per week which will enable you to continue to claim benefits.

We will hold your CV on file for future reference in the event that a suitable vacancy may arise.