



FUNCTIONAL SKILLS FOR THE WORKPLACE

Get prepared for the world of work

NOTTING HILL COLLEGE IS PROVIDING TRAINING SESSIONS TO INTRODUCE YOU TO WORKING LIFE.

Are you starting a new job?
Do you want to learn what it is like to enter the workplace setting?
Come along to an employment preparation course!
Over 12 sessions, you will get familiar with the functional and social skills needed for the everyday workplace and how you will fit into a new job.

Duration: 12 one-hour sessions



Location: Flexible



Date: Flexible



Topics:

- Teamwork
- Communication
- Problem-solving
- Time management
- Organisation
- Cultural tolerance

Notting Hill College is a further education and vocational training institute established in 2004.

🏠 19 Waters Edge Business Park, Modwen Road, Salford, Greater Manchester, United Kingdom, M5 3EZ
☎ (+44) 161 513 1355
✉ info@nottinghillcollege.net
🌐 www.nottinghillcollege.co.uk