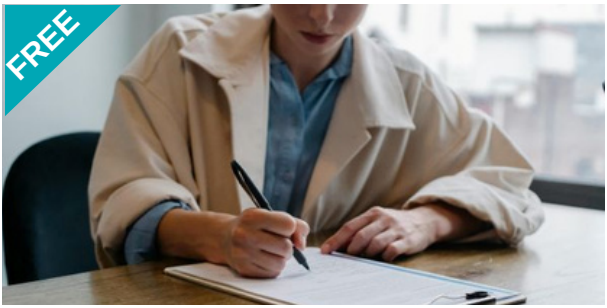
Step Into Employment

Gain the practical tools, confidence and knowledge you need to take the next step towards employment. Find extra support with this FREE short course designed to help you develop your resume, prepare for a job and identify what further support is available to you.



A course to develop your skills to:

- Identify your transferable employment skills
- Create resumes and cover letter to impress
- Practise successful interview techniques
- Explore job opportunities, career pathways and further training and support options

The Commonwealth Department of Education, Skills and Employment endorses this course which counts towards Workforce Australia mutual obligations and points targets, including for Centrelink payment recipients.

Learn Local | Skills for study work and life

NEIGHBOURHOOD CENTRE BALLARAT

We enrich our community by providing opportunities for you to connect, participate and learn in a safe and inclusive space.

This course is 1 session of 5 hours.

As a registered Learn Local, we help you return to study, become work ready, improve your skills or learn something new. We do this by providing education and training programs designed to meet your learning needs. The tuition fees for this training course are funded by the Victorian government ACFE Board. Fees associated with all classes will be advised prior to enrolment.

Find out more about our courses by scanning the QR code to visit our website.

Find us at the Delacombe Community Hub

18 Nandiriog Drive, Delacombe

Ballarat Neighbourhood Centre
Ph. 5329 3273
E. reception@ballaratnc.org.au
www.ballaratnc.org.au
PO Box 540W, Ballarat. 3350