

Skills Conditionality courses for Job Seekers

The Skills Shop, Unit L76, Intu Merry Hill Shopping Centre, Brierley Hill DY5 1SW

New Courses coming soon

Business Admin Level 1 Award
Introduction to ICT Entry Level 3
Introduction to Hospitality Level 1 Award

Area of Study	Qualifications	Enrolment/ Assessment Dates	Start Date/ End Date	Time & Duration	Campus Address
Job Application and Interview Skills	Level 1 City and Guilds Certificate in Employability	Every Friday (Except Bank Hols) at the Skillshop	Every Monday (Except Bank Hols)	5 Day Course 9:30am-3:30pm	BCSS
Call Centre SBWA	Entry 3 City and Guilds Extended Award in I C T and Customer Service	18 th Jan 12pm at the Skillshop	21 st Jan	5 Day Course 9:30am – 3:30pm	BCSS
Job Application and Interview Skills	Level 1 City and Guilds Award	17 th Jan 10am at the Skillshop	21 st Jan	4 Day Course 10am – 2pm Mon, Tue, Wed, Thu (Course suitable for lone parent)	BCSS
Business Admin (New Course)	Level 1 City and Guilds Certificate in Business Admin	24 th Jan 10am at the Skillshop	28 th Jan	5 Day Course 9:30am – 3:30pm	BCSS
English and Maths Functional Skills	Functional Skills Literacy and Numeracy	Please contact the recruitment line 0121 362 1174	TBC	Various depending on the support required	ADC

Campus Key

ADC BMet Art & Design Centre, Venture Way, Brierley Hill, DY5 1RG

BCSS Black Country Skills Shop, Unit L76 Merry Hill Shopping Centre, Brierley Hill, DY5 1SW

STC Stourbridge College, Hagley Road, Stourbridge, DY8 1QU

Call us on
01384 485 875 / 0121 362 1174
to book onto a course



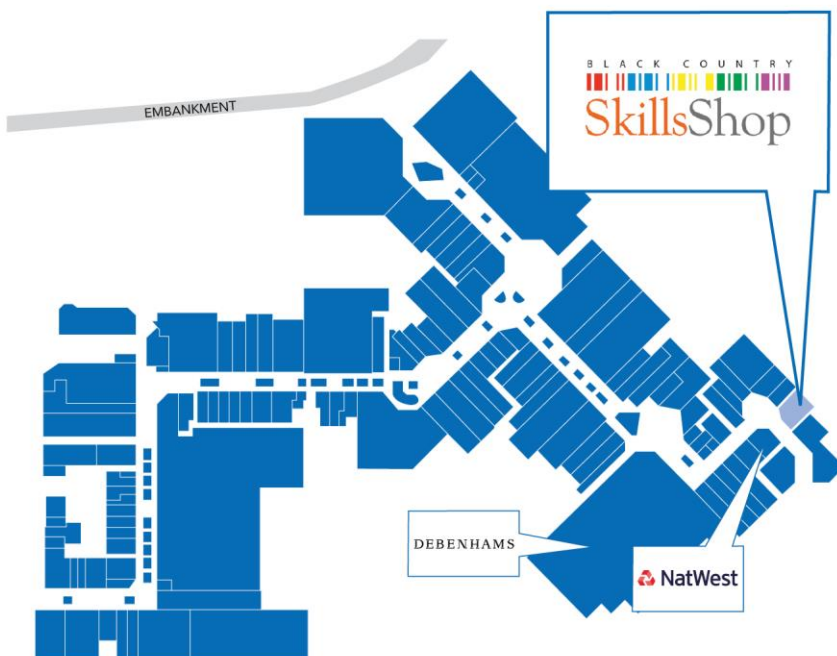
Area of Study	Qualifications	Enrolment/ Assessment Dates	Start Date/ End Date	Time & Duration	Campus Address
Adult Social Care SBWA Work coaches please call 03300241370 for further details and appointment times	Level 2 Adult Social Care and includes more Qualifications	23 rd Jan 10am – 2pm at Halesowen JCP 28 th Jan 10am – 2pm at Dudley JCP 1 st Feb 10am – 2pm at Stourbridge JCP	11 th Feb	4 Week Course 9.30am - 4.30pm (Monday- Friday) Guaranteed a job with Fairway Care, upon completion of the 4 week course	ADC
Retail Skills	Level 1 City and Guilds Certificate in Skills for Working in the Retail Industry	31 st Jan 10am at the Skillshop	4 th Feb	5 Day Course 9:30am – 3:30pm	BCSS
Food Safety	Highfield Level 2 Award Qualification	7 th Feb 10am at the Skillshop	8 th Feb	1 Day Course 9:30am – 4:30pm	BCSS
Retail	Level 1 City and Guilds Award in Retail Knowledge	7 th Feb 12pm at the Skillshop	11 th Feb	5 Day Course 9:30am – 2:30pm	BCSS
Customer Service (New Course)	Entry Level 3 City and Guilds Award	14 th Feb 10am at the Skillshop	18 th Feb	3 Day Course 9:30am – 3:30pm	BCSS
Introduction to ICT (New Course)	Entry Level 3 City and Guilds Award	21 st Feb 10am at the Skillshop	25 th Feb	3 Day Course 9:30am – 3:30pm	BCSS
Introduction to Hospitality (New course)	Level 1 City and Guilds	28 th Feb 10am at the Skillshop	4 th March	3 Day Course 9:30am – 3:30pm	BCSS
Customer Service	Level 1 City and Guilds Award	7 th March 10am at the Skillshop	11 th March	3 Day Course 9:30am – 3:30pm	BCSS
Health and Safety	Highfield Level 2 Award Qualification	14 th March 10am at the Skillshop	15 th March	1 Day Course 9:30am – 4:30pm	BCSS
ESOL	ESOL Speaking and Learning	25 th March To book the referral onto the course please call 0121 362 1174	25 th March	3 Day Course Mon/Thurs/Friday at 12:45pm – 3pm learner must attend all 3 days	STC
I A G Drop in session Support with job search, advice and guidance)		Please contact 01384 485875 to book a time slot. Hourly time slots available	30 th Jan 27 th Feb 27 th March	9:30am – 3:30pm	BCSS

Free courses for Job Seekers

- We offer fully funded training courses for all people aged 19 years and over & **Universal Credit, Job Seeker's Allowance (JSA), Employment & Support Allowance (ESA) or Income Support**
- You will learn valuable job skills and knowledge with inspiring professional tutors
- You can gain an accredited qualification upon completion of a course
- Welcoming environment providing a perfect place for learning
- This is an opportunity to make new friends, reawaken confidence and rediscover 'back to work' routines
- We work with hundreds of local employers and can help you start an apprenticeship or start a pre-employment training program.

Good News Story Learner Feedback

My confidence was something that hindered my performance at interviews, meaning that I would not perform as well as I knew I could and would always have regrets when walking out of an interview. During the course of the eight days my tutor delivered the course with the addition of CV building, team building exercises, presentation and interview skills which are all paramount to securing a job. By the end of the week the feedback I received was monumental; the course helped me to come out of my very comfortable shell and also taught me how to approach an interviewer with confidence. Following the course I had three interviews which you could say came at the right time. I am happy to say that I was able to secure a job and I believe this is because I benefited tremendously from the course.



**BMet Skills
Conditionality Provision.**
To make a referral call
01384 485875 / 0121 362 1174.

For all enquiries please call
Lisa Hope **07834 352251** or
email lisa.hope@bmet.ac.uk

