

Free Courses for Job Seekers

Call us on **0121 362 1174** to book onto a course or apply online at www.bmet.ac.uk/jobseekers


You can learn new skills and gain an accredited qualification with BMet. We offer a selection of short courses which will give you the skills, knowledge and insights into various jobs. Courses are delivered by professional tutors with expert knowledge of their sector. You will find our colleges to be inspirational, welcoming environments where you can learn more, make friends and get support with finding work.

Your course is funded if you're aged 19 years and over (before 31st August 2018) and in receipt of **Universal Credit**, **Job Seekers' Allowance** or **Employment & Support Allowance**. We have regular start dates throughout the year.

Call us on **0121 362 1174**. You will be invited to the assessment date to meet the tutor and complete an initial literacy and numeracy assessment, prior to a course offer being made.

Latest Course Dates

DWP Suitability assessments ERG/34689 or Pro-016391

BMet course	Qualification gained	Assessment Date	Start Date	Time & Duration	College Address
ESOL ERG/34605 PRO-016476 info	ESOL qualification (Speaking & Listening)	Interview dates on Mondays-call for details	On-going start dates	8 weeks, 2 days a week (various days) 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Road, B'ham B4 7PS
SIGMA Financial Group sbwa ERG/35413 Pro-232795 info Customer Advisor roles, £16,300 p/a	Level 1 Diploma in Employability Skills Guaranteed interview upon course completion	Tuesday 16 th April at 10am	Tuesday 23 rd April 2019	3 weeks in total Monday to Friday 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Road, Birmingham City Centre B4 7PS 
Accounts & Bookkeeping ERG/35417 PRO-232802	AAT Foundation Certificate in Bookkeeping Level 2	Monday 29 th April at 1pm	Wed 1 st May 2019	3 days a week for 9 weeks Mon/ Thurs 9.30am-4.14pm Wed 9.30am-12.30pm	Sutton Coldfield College, 34 Lichfield Rd, Sutton Coldfield B74 2NW
Horticulture ERG/35418 Pro-016425 info	Level 1 Certificate in Practical Horticulture Skills	Monday 29 th April at 9.30am	Monday 29 th April 2019	3 days a week for 6 weeks (Mon/ Wed/ Fri) 9.30am- 3.30pm	The Study Centre Botanical Gardens, Westbourne Rd, B'ham B15 3TR
Retail Knowledge ERG/20070 PRO-016512 info	Level 1 Certificate in Skills for Working in the Retail Industry	Monday 29 th April at 10am	Monday 13 th May 2019	2 weeks Monday-Friday 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Road, Birmingham City Centre B4 7PS

BMet course title	Qualification gained	Assessment Date	Start Date	Time & Duration	College Address
Distance Learning Courses ERG/34042 PRO-161656 info	Various NCFE Certificates at Level 2 (related to the Care Sector)	Wednesday 1 st May at 10.30am	On-going start dates	Home based distance learning (time for completion is 3-6 months)	James Watt College, Aldridge Road, Great Barr, Birmingham B44 8NE
Improving Microsoft Office Skills Level 1 ERG/35260 PRO- 231700 info	Level 1 Award for IT Users (covers MS Word, Excel and PowerPoint)	Thursday 2 nd May at 10am	Thursday 9 th May 2019	5 weeks, 2 days a week (Thursdays 9am-1pm and Fridays 9am-3.45pm)	Matthew Boulton College, 4 Jennens Rd, Birmingham B4 7PS
Rail Engineering Maintenance ERG/34475 PRO-193438 info PTS funded	Level 2 Certificate in Railway Engineering Underpinning Knowledge Level 2 Diploma Rail Engineering Track Maintenance	Friday 3 rd May at 1pm	May start dates (tbc)	6 weeks Monday-Friday 9am-4pm There will be an additional 2 weeks of training to support people with Network Rail Safety Training (PTS/ TIC)	James Watt College, Aldridge Road, Great Barr, Birmingham B44 8NE
Cleaning Operative Skills ERG/20123 PRO-016478 info	Level 1 Award in Introduction to the Facilities Industry Entry 3 Practical Cleaning Skills	Tuesday 7 th May at 1pm	Monday 13 th May 2019	1 week (Monday-Friday) 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Rd, Birmingham B4 7PS
Step into Hospitality ERG/35301 PRO- 232221 With JOB SUPPORT	Level 1 Introduction to the Hospitality Sector Level 1 Extended Certificate in Employability	Tuesday 7 th May at 10am	Monday 13 th May 2019	2 weeks Monday-Friday 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Road, Birmingham City Centre B4 7PS
Health and Social Care ERG/33731 Pro-016432 info	Level 1 Cert in Health and Social Care	Wednesday 8 th May at 9.30am	Monday 13 th May 2019	4 weeks, 4 days a week (Mon, Wed, Thurs and Friday) 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Road, Birmingham City Centre B4 7PS
Food Safety ERG/34117 Pro-016488 info	HABC Level 2 Award in Food Safety	Friday 10 th May at 10am	Thursday 16 th May 2019	1 day course 9.30am-4pm	Matthew Boulton College, 4 Jennens Road, B'ham B4 7PS
Health and Safety at Work ERG/28513 Pro-016491 info	HABC Level 2 Award in Health and Safety in the Workplace	Friday 10 th May at 1pm	Friday 17 th May 2019	1 day course 9.30am-4.30pm	Matthew Boulton College, 4 Jennens Road, B'ham B4 7PS

BMet course title	Qualification gained	Assessment Date	Start Date	Time & Duration	College Address
Steps into Finance ERG/35368 PRO-232631	Level 1 Award in Employability Skills	Wednesday 22 nd May at 1pm	Tuesday 27 th May 2019	3 days, Monday-Wednesday (9.15am-4.30pm)	Matthew Boulton College, 4 Jennens Rd, B'ham B4 7PS
IT Skills for Job Search ERG/33657 Pro-016502 info	Entry 3 Award in IT users (Using Email, Job Search with 'Find a Job')	Wednesday 29 th May at 10am	Monday 3 rd June 2019	7 weeks, 2 days a week (Mondays & Tuesdays) 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Rd, Birmingham B4 7PS
Warehousing and Storage ERG/35369 PRO-232632	Level 2 Certificate in Warehousing and Storage Principles	Monday 3 rd June at 10am	Monday 10 th June 2019	2 weeks, Monday- Friday (9.30am-3.30pm)	Matthew Boulton College, 4 Jennens Rd, Birmingham B4 7PS
Business Administration ERG/34656 PRO-016412 info	Level 1 Award in Business & Administration	Thursday 4 th July at 10am	Wed 10 th July 2019	3 days a week for 3 weeks (Wed/ Thurs/ Fri) 9.30am-3.30pm	Matthew Boulton College, 4 Jennens Rd, Birmingham B4 7PS
Painting & Decorating ERG/29755 PRO-016453 info	C&G Level 1 Certificate in Construction	Friday 19 th July at 10am	Wed 14 th August 2019	9 wks, 2.5 days a week, Mon/ Tues 8.30am-3.30pm Wed 8.30am-12pm	Erdington Skills Centre, Edwards Road, Birmingham B24 9EW
Electrical Skills ERG/30731 Pro-017768 info	C&G Level 1 Certificate in Construction	Friday 19 th July at 10am	Monday 12 th August 2019	9 wks, 2.5 days a week, Mon/ Tues 8.30am-3.30pm Wed 8.30am-12pm	Erdington Skills Centre, Edwards Road, Birmingham B24 9EW

DISTANCE LEARNING COURSES at James Watt College- ERG/34042 PRO-161656

We offer home-based learning courses. You can gain an accredited NCFE qualification and have the flexibility to complete the course in your own time and in the comfort of your own home. You'll have an assigned, qualified assessor to offer plenty of support, guidance and feedback.

Come to enrol on **Wednesday 1st May at 10.30am**, from James Watt College, Aldridge Road, Great Barr, Birmingham B44 8NE(25 mins from City Centre- catch bus no. 997 from CS2 on Corporation Street). Call us to find out more.

NCFE Level 2 Certificates in the following:

Understanding Autism, Mental Health, Principles of Dementia Care, Equality & Diversity, Learning Disabilities, Understanding End of Life Care, Handling Medication, Customer Service Knowledge, Certificate in Care and Management of Diabetes, Principles of the Prevention & Control of Infection, Team Leading Knowledge, Nutrition and Health, Common Health Conditions and Principles of Care Planning

For more info and to apply online, visit www.bmet.ac.uk/our-courses/courses-for-19/distance-learning-courses/