

SHAPE YOUR FUTURE

**BUILD
YOUR
SKILLS**



A stepping-stone towards paid employment or an Apprenticeship

Traineeships are designed to prepare you for employment through a combination of work and study. You will gain invaluable work experience in a real work setting, improve your English and maths skills and gain extra qualifications. This Traineeship gives you real options and purpose to in move into a career and get you earning.

Our Traineeship Programme

- Provides you a quality work placement with a real employer, with practical, valuable work
- Boost your confidence and update your CV. A blend between classroom and virtual learning
- Support with progression into employment through work preparation workshops
- Achieve nationally recognised qualifications and functional skills if needed
- Provides you with the skills and knowledge to work with local reputable businesses
- Travel expenses will be reimbursed throughout your time on the full programme

****Guaranteed interview with employer on completion of your work placement****

Where is the course based and when will it start?

Seetec, Graeme House, Derby Square, Liverpool, L2 9QR – Although we are taking referrals of interest now, start dates are to be confirmed

What qualifications will I get?

Level 1 Certificate in Business Administration, Level 1 Employability Award and Functional Skills in maths and/or English if needed

Eligibility?

You must be aged 16-24 and cannot have a qualification higher than one full level 3. You must also have no or little work experience

Will it affect my benefits?

If you are on any benefits, they will not be affected. Regular communications and updates will be given to Jobcentre Plus if relevant



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Meet the Traineeship Tutor:

Sharon has nearly 20 years' experience working in the adult education and employability sectors, and will be leading on traineeship delivery across the North West of England.

With youth unemployment set to rise significantly over the coming months it will be more important than ever to equip young people with the skills they need to access meaningful employment. Sharon will be working with our employer partners across the region to ensure trainees have access to high quality work experience placements as part of their traineeship programme – alongside opportunities to progress into an apprenticeship or permanent employment.

Find out more about traineeships and the employer incentive grants available here: <http://ow.ly/q74f50BuwHW>



“ Traineeships provide young people with that vitally important first step along their career path.. and can be a great stepping stone to an apprenticeship or employment. For employers, it's a chance to attract and develop talented, enthusiastic individuals who can add real value to their business.

I'm looking forward to working with our employers at Seetec Outsource to continue to strengthen and grow our traineeship provision.

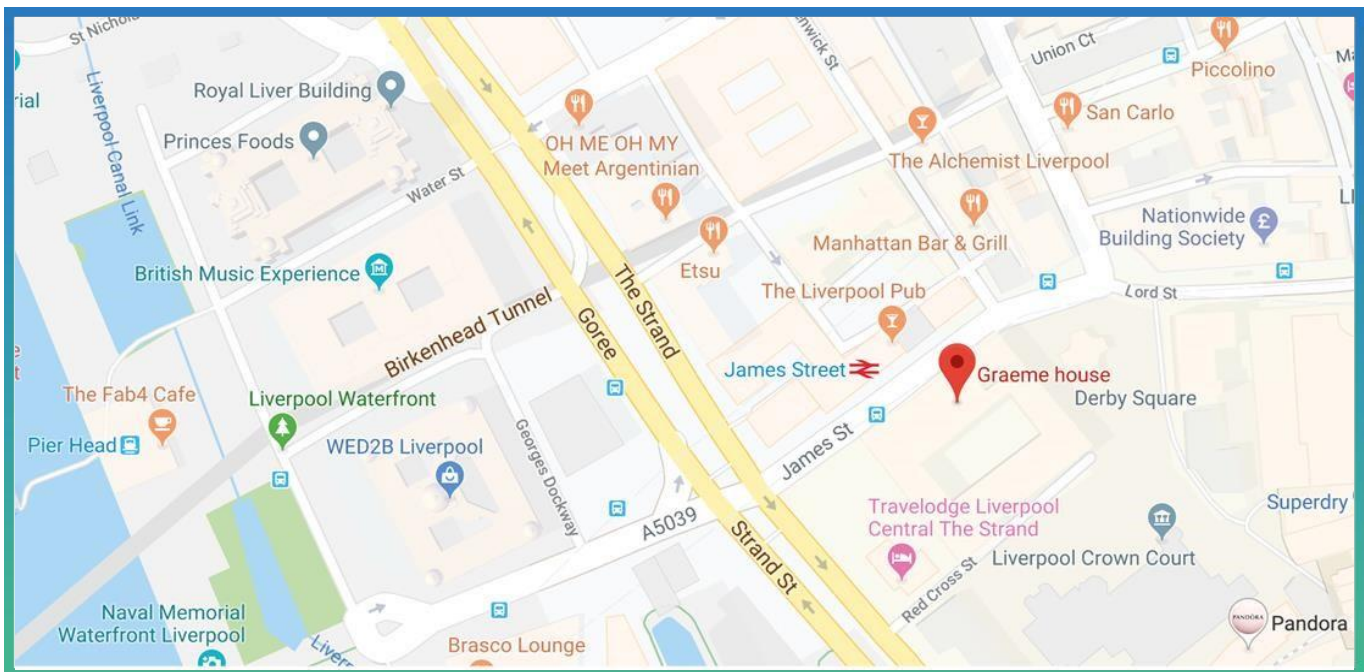
Sharon Hale
Traineeship Tutor

For more information about the programme, please contact:

Gary Bennet on 07834518598 or gary.bennett@seetec.co.uk

Sharon Hale on 07732691643 or sharon.hale@seetecoutsource.co.uk

Or ring the centre on 0151 318 5656



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