

Jobchange Course Information December

Dudley – 196 Wolverhampton Street, Dudley DY1 1DZ. Call for booking: 01384 257825

In-House Course	Start Date	Days	Time from	Time to	Details
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	9:15 AM	10:45 AM	CV, Cover Letters, Application forms workshop
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	10:45 AM	12:15 PM	Confidence Building
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	12:45 PM	14:15 PM	Interview Techniques
FOOD SAFETY		Thurs/Fri	9:15 AM	13:30 PM	2 day course by zoom or travel to Wolverhampton
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	2nd December	Friday	8:45 AM	16:30 PM	2 day course zoom places available
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	9th December	Friday	8:30 AM	16:30 PM	1 Day course zoom also available
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	16th December	Friday	8:30 AM	16:30 PM	1 day course zoom also available
E-Learning	Any Time online		From Home		Infection Control, Food Safety, COSHH, First Aid, Health & Safety at Work, Fire Safety, Customer Service, Manual Handling & Asbestos Awareness.

Walsall – 16 Bridge Street, Walsall WS1 1HP. Call for booking: 01922 625079

In-House Course	Start Date	Days	Time from	Time to	Details
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	9:15 AM	10:45 AM	CV, Cover Letters, Application forms workshop
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	10:45 AM	12:15 PM	Confidence Building
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	12:45 PM	14:15PM	Interview Techniques
FOOD SAFETY		Thurs/Fri	9:15 AM	13:30 PM	2 day course by zoom or travel to Wolverhampton
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	2nd December	Mon/Tues	8:45 AM	16:30 PM	2 day course zoom places available
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	9th December	Friday	8:30 AM	16:30 PM	1 Day course zoom also available
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	16th December	Friday	8:30 AM	16:30 PM	1 day course zoom also available

Wolverhampton – 10 Red Lion Street Wolverhampton WV1 4HL. Call for booking: 01902 714224

In-House Course	Start Date	Days	Time from	Time to	Details
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	9:15 AM	10:45 AM	CV, Cover Letters, Application forms workshop
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	10:45 AM	12:15 PM	Confidence Building
Wacky Wednesday ,Walk In, Workshops	Weekly	Wednesday's	12:45 PM	14:15 PM	Interview Techniques
FOOD SAFETY	no course	Thurs/Fri	9:15 AM	13:30 PM	2 day course zoom places available
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	5th December	Monday	8:45 AM	14:30 PM	1 day course zoom places available
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	12th December	Monday	8:30 AM	16:30 PM	1 day course zoom places available
LEVEL 1 HEALTH & SAFETY IN CONSTRUCTION	19th December	Monday	8:30 AM	16:30 PM	1 day course zoom places available
Functional Skills MATHS Entry Level 3	4th January refer now to avoid disappointment	Monday	9:30 AM	13:30 PM	12 week course covering: Addition, Subtraction and Division, Decimals, Fractions, Handling Data, Money, Measuring, Time and Dates, Weights and Measures, Length and Distance.
Functional Skills MATHS Entry Levels 1	initial assessments taken every Thursday must be booked	Thursday	9:30 AM	13:00 PM	Basic understanding or Maths
Functional Skills ENGLISH Entry Levels	9th January	Monday	9:30 AM	13:00 PM	12 weeks, covering: Grammar and Punctuation in Practical reading Comprehension, Speaking to Communicate, Spelling Listening, responding and Writing
ESOL-Speaking & Listening Entry level 1	3rd January	Tuesday	9:30 AM	13:00 PM	12 weeks, designed to help learners who do not use English as their first language gain the necessary skills that may be required for employment
ICT support CLASS FOR BEGINNERS	Every Week	Tues	AM Sessions	PM Sessions	Preparing learners to use a computer or digital device before joining the 12 week Functional Skills ICT course.
Computers for Beginners	Weekly	Tuesday & Wednesday	13:00 PM	16:00 PM	5 week course for beginners, working to move on to EDS Qualification for ICT