HELLO THERE, OUR DREAM IS TO HELP YOU MAKE GREAT HAPPEN

Become job ready

This course is ideal for people who can speak, write and read English with confidence but want to find employment and need to build skills around workplace communication. This program will develop your spoken language, literacy and numeracy skills to the level required to obtain employment and effectively engage in work. You’ll learn skills in resume writing, application process & addressing selection criteria, job seeking skills, job interviews, effective workplace communication and Workplace Health & Safety.

LOCATION/S
Hervey Bay, Maroochydore, Maryborough

DURATION
Part time: Varies

Course delivery options

<table>
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<tr>
<th>WORKLOAD</th>
<th>LOCATION</th>
<th>DELIVERY</th>
</tr>
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<tbody>
<tr>
<td>Part time</td>
<td>Hervey Bay, Maroochydore, Maryborough</td>
<td>Classroom</td>
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Key dates

For key start dates for each location visit the online brochure for this course (under the course details tab).
tafeeastcoast.edu.au/course/9876

Entry requirements

Course Entry Requirements
Learners entering this course are identified...
more online

Resources required

General writing material, USB stick and headphones

What are my payment options?

No matter what your circumstances, TAFE Queensland East Coast has a payment option to suit you. If you are unsure of what’s right for you, call us on 1300 656 188. We're here to help.

...more online

Outcome

10366NAT Certificate IV in Spoken and Written English - Employment

Job prospects

• Further education at TAFE or University

ARE YOU READY TO TAKE THE NEXT STEP ON YOUR PATH TO GREAT?
Enrol today to secure your spot in this course.

Accurate as at 16 October 2017. For the latest information see:
tafeeastcoast.edu.au/course/9876

RTO 0275
CRICOS 03020E
Units

To achieve this qualification you will need to complete:
Core Competencies: 4
Elective Competencies: 2

Further Study: Vocational Education Training programs

Disclaimer
Not all electives available at all campuses

HOW TO ENROL

Enrol now

You’re ready if you have:
• checked your important dates (under the course details tab)
• checked you meet the entry requirements (under the course details tab)
• checked your course costs and know which payment option is right for you (under the costs tab)
• Read the student rules and refund policy
• Created your Unique Student Identifier and can provide this code to TAFE Queensland
• If you are applying for a subsidised cost, please ensure you have all the relevant documents at time of enrolment

All done? Then head to the link below to complete your enrolment:
tafeeastcoast.edu.au/study-with-us/enrolment-fees/enrol

Enrolment options

By telephone: 1300 656 188.
In person: at any TAFE Queensland East Coast location.
Online: Full Fee paying students can enrol online

Make your future happen

Connect with TAFE on Facebook

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CRICOS 03020E