



Employability

Literacy and Language of Employability

Expand your vocabulary by learning key terms and definitions relating to the job seeking process

Confidence & Communication Skills

Become more confident about your own values and skills as a potential candidate. Improve your speaking and listening skills throughout the course.

Essential Interview Skills

Interview preparation and valuable techniques and tips for effective performance.

Effective CV Writing

Up-to-date guidance on how to produce an effective CV including top tips and templates.

Where: Leavesden JMI and Nursery

When: Every Wednesday from 1st November to 29th November

Time: 9.30 to 11.30 am

Cost: Free to Parents

A good level of spoken English is needed to complete this course

Delivered by fully qualified teachers

To book a place or for further details please contact Vicky Debono on 01923 484340 or vicky@leavesden.education

Contact :

Tel:

