



Career Connect Wirral
Opportunities Bulletin
Monday 18TH January 2021

Job and Apprenticeship Vacancies Wirral



Phone Shop - Customer Assistant

📄 Job Reference:	tesco/TP/590/605817/0	📅 Closing Date:	25/01/2021
📄 Number of Positions:	1	📍 Job Category:	Phone Shop - Colleagues
🕒 Contract Type:	Part Time - Temp	🏢 Business Unit:	GB Retail Stores
🕒 Contract Details:	Maternity Cover	📍 Location:	Heswall
💰 Salary:	Competitive		
🕒 Working Hours:	11.25		

What's in it for you

We offer excellent benefits that help make Tesco a great place to work. These include but aren't limited to:

- Holiday starting at 20 days plus a personal day rising to 22 days after 12 months (plus Bank holidays)
- Retirement savings plan - save between 4% and 7.5% and Tesco will match your contribution
- Life Assurance - 5 x contractual pay
- Share Schemes – Join 'Buy as You Earn' and 'Save As You Earn' after 3 months service
- Colleague Clubcard (including a 2nd card for a family member) after 3 months service
- Colleague Discounts:
 - 10% increasing to 15% after every pay day for a four-day period, off most purchases at Tesco
 - 10% off One Stop
 - 10% off pay monthly & SIM only deals with Tesco Mobile
 - 20% off all F&F purchases
 - 20% off car, pet and home insurance at Tesco Bank. T&C's apply
 - 25% off Tesco Café
 - 50% off complete glasses purchases & free eye tests (other offers available) at Vision Express
 - 50% off health checks at Tesco Pharmacy



- An exclusive deals and discounts website saving you money on everyday purchases, treats for the family, eating out and utility bills for the home
- Cycle to work scheme
- Uniform provided

Opportunities to get on - take advantage of our ongoing learning opportunities and award-winning training, to help you achieve the job and career you want.

Our **Employee Assistance Programme** helps you deal with life's challenges.

Financial wellness - Tesco has partnered with experts to help you make the most of your money

Get involved in a range of fundraising activities with our long-term **charity partners**

About the role

Shift pattern

Days	From time	To time
Thu	11:00:00	15:00:00
Fri	10:00:00	14:00:00
Sat	10:00:00	14:00:00

Tesco:

Contract Type:

Shift Pattern:

Are you warm, friendly and approachable?

- Do you have the drive and motivation to work in a sales and service environment?
- Can you adapt to working in a fast-paced ever-changing environment?
- Do you enjoy working with the latest technology?
- Are you a team player who supports others and builds great team spirit?
- Do you enjoy building relationships with customers to establish their needs and help them choose the right products for them?

Every part of Tesco Mobile puts our 5 million customers first – our tariffs, our shops and our award-winning Customer Care. We've teamed up with O2, giving our savvy customers 99% coverage. In our

stores, our colleagues aren't on commission. It's all about finding our customers the perfect phone and tariff.

You will be responsible for

What you will do.

- You will deliver a great shopping trip for customers every day, following all opening and closing routines, ensuring all facilities are in a good working order and available for customers, listening for and acting on customer feedback.
- You will create an impression for customers that you can be proud of, role modelling great standards of dress and being ready to serve customers.
- You will be passionate about our products, having confident conversations with customers demonstrating this passion.
- You will follow the service culture in your department role modelling helpful and friendly service behaviours and demonstrating enthusiasm to do what's right for customers.
- You will protect legal brand by delivering legal compliance, understanding all safe and legal routines demonstrating due diligence on your department.
- You will work with the business to grow sales, delivering your personal Tesco Phone Shop targets.
- You will support your manager to control costs on your department and deliver budgets, supporting the department to maintain stock record accuracy and be prepared for stock control routines.

You will need

Collaboration

Working together across your store and across your group to achieve shared success.

Empathy

Building strong relationships with customers and colleagues.

Responsiveness

Being flexible in the way you think, make decisions and handle change.

Resilience

Knowing your own sources of energy and keeping yourself fit for life.

Innovation

Always looking for ideas and opportunities to build a better Tesco.

About us

Tesco has become a market leader by doing the little things that really matter for our customers and colleagues.

It's part of what makes Tesco such a great place to work, and we're proud to have been accredited as one of Britain's Top Employers again this year.



We're the UK's number one retailer and we pride ourselves on offering a great shopping experience. We are passionate about our food, merchandise and services and will always try to get things right for our customers.

But did you know we also offer great job opportunities? With stores, distribution centres and offices across the UK, and a vast variety of roles, we are always looking for people who have a hunger to work with customers and colleagues across our exciting business.

We believe in treating each other with respect and giving everyone an equal opportunity to get on. It's our people that make the difference every day - helping us make a difference for our customers

Should you be successful in your application, your offer will be subject to and conditional upon you providing your bank account details before your agreed start date.

For more information about us please visit www.tescopl.com

Click below to apply

https://apply.tesco-careers.com/members/modules/job/detail.php?record=605817&utm_source=Indeed&utm_medium=organic&utm_campaign=Indeed&fbclid=IwAR3D6FlgfCfBBjQb9Hfj42JMq2UMe8QSBX3kEC0rNovfFnzsEvSgFPMUCVk



Waking Night Support Worker

Providing support to people with autism during the evening, night time and early morning hours.

Location: Wirral and Cheshire

Salary: £8.85 - £8.95 per hour

Closing Date: Sun 31 Jan 2021

Details

Apply

Support Worker

Supporting vulnerable adults with autism within their own homes, enabling them to live a meaningful life by being involved in a range of activities to help promote their independence.

Location: Wirral

Salary: £8.85 - £8.95 per hour

Closing Date: Sun 31 Jan 2021

Details

Apply

Click below to apply

https://sipportal.autismtogether.co.uk/JobVacancy?fbclid=IwAR03ZGkMbrSMvi5WtvSP4yJL7tMm0keDSOAJtqjIVq7_xIjKsjqQbH69MiA



Marine Engineer Level 2 Apprenticeship at The Army

★★★★★☆☆☆ 8.3/10

Programme Type: Apprenticeship - Intermediate Level (Level 2)

Salary: Competitive

Deadline: 30th January 2021

Role May Involve: Engineering & Manufacturing Transport & Logistics

Marine Engineer Level 2 Apprenticeship

The Army uses landing craft and other vessels to ferry soldiers, vehicles and supplies ashore. You are an important part of the crew, are responsible for maintaining and repairing the craft and its engines to ensure they stay serviceable. You will work on everything from small outboard motors to powerful marine diesel engines and a wide range of different operating systems, from electrical and hydraulic to transmissions and refrigeration - you're trained to fix them all. You work with the Army, Royal Navy, Royal Fleet Auxiliary and civilian maritime providers and could work in support of Commando and Special Forces.

Find where you belong.

World-class training

If you want to be a Marine Engineer, you'll start with your initial military training which will teach you how to be a soldier - this will cover everything from fieldcraft to how to handle a rifle. If you join as a Junior Soldier (under 17 years 5 months), you'll do a 23-week basic military training course at Harrogate. If you join as a Regular Soldier (over 17 years 1 month), you'll do the regular 14-week adult basic training.

Then it's a 21-week Marine Engineering course at MOD Lyneham. Further modules in Seamanship and Stevedore teach you the specialist skills you need to keep all Army vessels ready for action. You'll get your driving licence too, if you don't have it already.

Gain qualifications

The Army can help you gain a range of qualifications. These could include:

- Level 2 Certificate Logistics & Transport
- Affiliate Membership of CILT
- NVQ Level 2 Apprenticeship Engineering Maintenance and Installation
- IMechE Eng Technician
- C&G Refrigeration reclamation
- CMI Level 3 1st Line Management

Show people what you're capable of

We'll be with you every step of the way as you move up the ranks. From the moment you begin your training you'll get all the support and encouragement you need to make a success of your career. Work hard and you'll soon get promoted, which means more responsibility and extra pay.

Become a Marine Engineer and you'll:

- Earn a starting salary of around £15,985 during Basic Training which will rise to £20,400 after completing 26 weeks' training or after completing your Initial Trade Training, if less than 26 weeks
- Receive subsidised accommodation and facilities, increasing your disposable income
- Receive free medical and dental health cover
- Have the continuous access promotional opportunity and to continually progress your career
- Be sponsored to earn valuable civilian-recognised qualifications
- Take part in Adventurous Training and be able to play your favourite sports.

Belong to something that matters.

You should be:

- Regular Army age: 16.6 – 35.6 years
- Army Reserve age:
 - New enlistments: 17.9 – 43 years
 - Ex-Regular: 17.9 – 52 years
 - Specialist (Soldier): 17.9 – 50 years

Qualifications you'll need:

- GCSE Grade A–C/9-4 in at least English Language, Maths and one other subject

Fitness requirements:

- Mid-Thigh Pull 46kg
- Medicine Ball Throw 2.9m
- 2km run 11m 15s (11m30s for Junior Entry)

Locations: Nationwide

About The Army

The British Army is one of the UK's largest apprenticeship employer providers, giving you the opportunity to earn industry-recognised apprenticeships ranging across a variety of trades and skills. Completing an apprenticeship will help you progress with your career.

Click below to apply

https://www.ratemyapprenticeship.co.uk/jobs/3169/the-army/marine-engineer-level-2-apprenticeship?utm_source=facebook&utm_medium=social&utm_campaign=job&fbclid=IwAR1K0EG5vP7L-QTh9TXOMSyvEP1eMznjtvA76WNq49OpAq3KIMSiExfApt8

Wirral Met



You are invited to...

Young People's Employment Information Session

1:30pm - 27th January 2021

Are you aged 16-18, or someone you know, not in school, college, training or a job? Need help to get back on track?

Join Wirral Met College and Career Connect for an informal information session including friendly advice and guidance about the options available.

Register your place at wmc.ac.uk/events



Wirral Met College

Develop New Skills and Experience



PRINCE'S TRUST

**A unique opportunity for 16-25 year olds
to develop new skills & experience**



- EMPLOYMENT SKILLS • TEAM BUILDING
- WORK EXPERIENCE • RESIDENTIAL
- RECOGNISED QUALIFICATION

- ✓ Develop key social & practical skills by problem solving & working with others
- ✓ Access career advice & improve job prospects
- ✓ Give something back by taking part in a community project
- ✓ Make new friends, boost confidence & self esteem

**WE HAVE FREE COURSES STARTING
REGULARLY ACROSS MERSEYSIDE.**

Merseyside Fire & Rescue Service deliver the outstanding FREE 12-week Prince's Trust Team Programme. This personal development course gives you the opportunity to gain a qualification, build skills such as confidence, teamwork and motivation - all while helping your local community. The course runs three times a year - January, May & September - from bases around Merseyside. The programme looks a bit like this (though the order is subject to change):

Week 1: Meet New People & Take Action

Get to know your team through fun activities your team leaders provide - you will soon start to feel like part of things. You will also start planning for the weeks ahead, setting out your goals and finding out how to get your qualification.

Week 2: New Experiences

This week is all about trying new things & learning how to work with others. This gives you a chance to break away from your current situation. The things you could do include canoeing, climbing, raft building, abseiling & much more!

Weeks 3-6: Community Project

Your team will decide on a project to benefit your local community. This gives you some great experience to talk about at future interviews. You will also plan & carry out a fundraiser to cover the costs of the community project.

Weeks 7-8: Work Placements

This is the time to see how the skills you have developed so far can help you in the workplace. It gives you the chance to try out an industry or company you are interested in. It's also a great opportunity to discover new roles and careers.

Week 9: Plan for the Future

Time to plan your next steps after the programme... You will get help to write a professional CV, practise your interview skills and a chance to practice filling out application forms.

Weeks 10-11: Meet the challenge

You and your team will take on various challenges to support others in your community. This is when you get to test out all the skills you have developed so far. You will also carry out a fundraiser to cover the costs.

Week 12: Have Your Say

In the final week, you will deliver a presentation with your team to an invited audience. This is a chance to show off the talents & skills you have discovered. It may sound scary now, but after 12 weeks, you'll be surprised how far you've come!

***Information, advice & support are provided throughout.**
***Enrolment on the course will not affect your benefits.**
***During the course you complete a learning record to gain an Entry Level 3, Level 2 or Level 1 Prince's Trust qualification in Employment, Teamwork & Community Skills.**



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to stay up to date.



www.merseyfire.gov.uk



**For more Information and to sign up
please contact
Tel: 0151 296 6466
Email:
youthengagementteam@merseyfire.gov.uk**

Useful Contact Numbers



Wirral Council

1 d · 🌐

We know that 2020 wasn't easy, and the news of another lockdown will be really difficult for some. If you need to talk, please reach out ❤️



Samaritans 116 123



Wirral Mind 0151 512 2200



Calm 0800 58 58 58



Women's Aid 0808 2000 247



Age UK 0800 678 1602



Childline 0800 1111



YoungMinds 0800 018 212

18 Tips for Succeeding During Your Zoom Interview

More employers may choose to conduct an interview using video conferencing software. This is because it tends to be more convenient for remote positions or initial screening interviews. Since this type of interview is a bit different than a traditional in-person interview, it's important that you consider a few factors of this format. In this article, we share 18 tips on how to prepare for your interview Zoom call.

What is an interview zoom call?

An interview Zoom call is when you interview for a position using Zoom. Zoom is a type of video software that many companies use to connect with others remotely. It has various tools such as screen sharing, text chat, video recording and muting. Once you learn how to properly use these tools, you can use them to your advantage during your next video interview.

Tips for succeeding during zoom interviews

These Zoom interview tips can help you master this video software and show employers you're a qualified candidate:

- Use the mute button.
- Look into the camera while speaking.
- Choose a professional background.
- Find a brightly lit room.
- Pick a quiet space.
- Silence your phone.
- Maintain your focus.
- Turn off notifications.
- Use a laptop or computer.
- Charge your laptop.
- Update your computer.
- Find a good internet connection.
- Communicate with your household.
- Wear professional attire.
- Keep your screen clear.
- Practice using Zoom.
- Use appropriate body language.
- Ask your interviewer questions.

Use the mute button

Zoom has a feature where you can mute your audio. This is a great feature to use while your interviewer is speaking for long periods. While using the mute button, they cannot hear anything on your end. This is useful when there are loud sounds in your household such as dogs barking or children playing. Keeping yourself on mute as they speak can help your interviewer feel more focused on what they want to tell you.

Look into the camera while speaking

During an in-person interview, maintaining eye contact with your interviewer is a sign of confidence and respect. Video chat makes this a bit different, because if you were to look them in the eye on your screen, it may not look like that on their end. Instead, look into the camera as you are speaking. This creates the illusion that you are looking at them rather than yourself or the screen.

Choose a professional background

When setting up your computer, choose an area that is tidy and free of clutter. Make sure your background is sparse rather than busy and only has professional-looking items in the background. Setting up in front of a blank wall or a few tasteful decorations shows that you are organized and pay attention to detail.

Find a brightly lit room

Your interviewer needs to be able to see your body language and facial expressions during your Zoom interview. Choose a room with good lighting, so they can easily see you. Setting your interview space facing a window that lets in a lot of natural lighting is a great way to make yourself more visible. Setting up with a window behind you can cast shadows on your face and make you appear to look like a silhouette.

Pick a quiet space

Choose an area that is quiet and free of distractions. This way your interviewer can direct their full attention to what you have to say. A room where you can shut the door is an ideal space to interview. Limit other noises by closing windows and turning off your music or the television.

Silence your phone

Before your Zoom interview, silence your phone and put it away. This way, you can focus on the interview rather than a text message or phone call. It may be a good idea to put your phone away awhile before your interview, so you can clear your mind and focus on preparing before you start.

Maintain your focus

While your interviewer is speaking, keep your focus on the screen. Like you would in an in-person interview, show them that you are paying attention to what they have to say through active listening. You can do this by affirming what they say, nodding as they speak and asking questions based on what they say.

Turn off notifications

Along with turning off your phone, you should also turn off any notifications on your computer. Close out of any social media websites or anything else that could become a distraction. Set the Zoom meeting to full screen so that your interviewer is the only thing you can see.

Use a laptop or computer

Although Zoom has a mobile app, it's better to use it on a desktop computer or laptop. Having your computer on a table creates a more stationary view of yourself while holding your phone in your hand could cause camera shake. Your computer camera also gives the interviewer a better view of yourself and tends to come in clearer.

Charge your laptop

If your interview space doesn't have an outlet, make sure to fully charge your laptop before your interview. Ideally, you should choose a spot where you can leave your



laptop plugged in during the entirety of your interview. This way, your device can last throughout a lengthy conversation.

Update your computer

Get the newest edition of Zoom prior to your meeting. Likewise, also do a full system update on your computer well in advance. If you were to accidentally click on the install update notification during your interview, this could cause your computer to restart mid-interview. By doing these updates a few hours before the interview, you can ensure your device is at its best.

Find a good internet connection

Prior to your Zoom interview, make sure you have a strong internet connection. Test out your connection where you plan to sit during your interview. If you can stream video or Zoom with other people, then you are likely to have a solid connection during your interview.

Communicate with your household

If you live with other people, let them know when and where you are interviewing. Right before your interview starts, remind them to give you space and keep a quiet volume until you are done. It is best that those you live with remain in a separate room than you, so you can stay focused.

Wear professional attire

Dress exactly how you would during an in-person interview. This means you should wear your nicest business attire. Things like dress pants, blazers, formal shirts, formal dresses and modest skirts can all be great options. Even if the interviewer cannot see your legs, still wear nice bottoms to feel fully prepared and professional.

Keep your screen clear

In the event that you need to use the screen share option, it's a good idea to close out of everything on your desktop before your interview. This can also prevent video or audio from suddenly playing in the background. Closing out of all websites may also help your Zoom call load more efficiently.

Practice using Zoom

Get to know Zoom and all its capabilities. Test out the software by having video chats with friends and family. You could even do a few mock interviews to get a sense of what this type of interview feels like. Have your friends and family ask you typical interview questions and give you feedback afterward.

Use appropriate body language

One benefit of using video chat rather than a phone call is that you get to see each other's body language. During your interview, sit up tall with your hands in your lap and your feet on the floor. While you speak, you may use your hands as well if that's natural for you. As your interviewer speaks, use nonverbal cues such as nodding and smiling to show that you are listening.

Ask your interviewer questions

As you learn more about the role, take a mental note of what questions you want to ask at the end of your interview. You can also prepare questions you have prior to the interview, so you have something to ask. Make sure to listen throughout your interview so you only ask questions about topics the interviewer hasn't covered yet. Appropriate questions could be about the company's culture, this role's responsibilities or what the interviewer enjoys most about the company.

<https://www.indeed.com/career-advice/interviewing/zoom-interview>

Wirral Lifelong Learning 19+

Want to improve your CV or gain a new qualification?

Enrol today for a course with Wirral's Lifelong Learning Service! If you're unemployed, in receipt of benefits or earn less than £18,135 our courses are completely **FREE**. Enrolment week for all courses is week commencing **4th January 2021**. To book a place please email lifelonglearning@wirral.gov.uk or call **0151 666 3330**.



ESOL (English for Speakers of Other Languages)

These courses will help you develop your skills & gain a nationally recognised qualification for work.
All ESOL courses are FREE for all students.

Course	Location	Day	Time	Starts	Ends
ESOL Skills For Life Entry 3	The Lauries Centre, Birkenhead	Tue	Various times	12 Jan	23 Mar
ESOL Skills For Life Entry 3	Online	Wed	Various times	13 Jan	24 Mar
ESOL Skills For Life Entry 3	Wirral Multicultural Organisation	Thu	Various times	14 Jan	25 Mar
ESOL Skills For Life Level 1	Wirral Multicultural Organisation	Thu	12pm-1.30pm	14 Jan	25 Mar
ESOL Entry 1	Wirral Change	Fri	9.30am-11.30am	15 Jan	26 Mar
ESOL Entry 2	Wirral Change	Mon	9.30am-12pm	11 Jan	22 Mar
ESOL Entry 1	Wirral Change	Mon	12.30pm-2.30pm	11 Jan	22 Mar
Community Interpreting Level 1	Wirral Change	Tue	9.30am-12pm	12 Jan	23 Mar
ESOL Entry 2	Wirral Change	Tue	12.30pm-2.30pm	12 Jan	23 Mar
ESOL Entry 2	The Lauries Centre, Birkenhead	Wed	9.30am-12pm	13 Jan	24 Mar
Community Interpreting Level 1	The Lauries Centre, Birkenhead	Wed	12.30pm-2.30pm	13 Jan	24 Mar
ESOL Pre Entry Qualification	Wirral Change	Thu	Various times	14 Jan	25 Mar
ESOL Entry 1	Wirral Change	Thu	1.30pm-3pm	14 Jan	25 Mar
ESOL Language & Reading Circle	Online	Fri	10am-11pm	15 Jan	26 Mar
ESOL Getting Started Pre Entry Writing Skills	The Lauries Centre, Birkenhead	Mon	9.30am-11pm	11 Jan	22 Mar
Lunchtime Learning ESOL Pre Entry	Online	Mon	11.30am-12.30pm	11 Jan	22 Mar
Conversation Skills					
ESOL Getting Started Pre Entry Reading Skills	The Lauries Centre, Birkenhead	Mon	1pm-2.30pm	11 Jan	22 Mar
New To ESOL Entry 1	Wirral Change	Tue	9.30am-11.30am	12 Jan	23 Mar
ESOL Entry 1 Conversation Skills	Wirral Change	Tue	12pm-2pm	12 Jan	23 Mar
ESOL Pre Entry Qualification	Wirral Change	Wed	9.30am-11.30am	13 Jan	24 Mar
ESOL Pre Entry Language Development	Wirral Change	Wed	12.30pm-2.30pm	13 Jan	10 Feb
ESOL Pre Entry Intro To Reading Skills	Wirral Change	Wed	12.30pm-2.30pm	24 Feb	24 Mar
Pre Entry ESOL Reading Skills	Wirral Change	Thu	10am-12pm	14 Jan	25 Mar
Pre Entry ESOL Speaking And Listening Skills	Wirral Change	Thu	12.30pm-2.30pm	14 Jan	25 Mar
Pre Entry ESOL Writing Skills	Wirral Change	Fri	9.30am-11.30am	15 Jan	26 Mar
EAL Volunteering	Online	Thu	1pm-3pm	25 Feb	25 Mar
Getting Started - Maths for ESOL Learners	Wirral Multicultural Organisation	Tue	9.30am-11.30am	12 Jan	23 Mar
ESOL Entry 3 Support a Child with Learning	Wirral Change	Fri	12.30pm-3pm	15 Jan	26 Mar

Skills for Employment & Volunteering

These courses will help you develop the skills required to progress into work or volunteering.
These courses are FREE if on benefits or low household income.

Course	Location	Day	Time	Starts	Ends
British Sign Language for Work & Volunteering - Level 1	The Lauries Centre, Birkenhead	Mon	9.30am-11.30am	11 Jan	22 Mar
Child Development - Level 1	Online	Mon	9.30am-11.30am	11 Jan	22 Mar
Teaching Assistant - Level 1	Online	Thu/Fri	9.30am-11.30am	14 Jan	26 Mar
Intro to Supporting Children & Young People With a Learning Disability - Level 2	Online	Thu	1pm-3pm	14 Jan	11 Feb
Intro to Supporting Children & Young People With a Learning Disability - Level 2	Online	Thu	1pm-3pm	25 Feb	25 Mar
Teaching Assistant - Level 1	Wirral Multicultural Organisation	Wed	9.30am-3pm	13 Jan	24 Mar
Gardening for Employment & Volunteering - Level 1	Wirral Environmental Network	Thu	9.30am-2pm	14 Jan	25 Mar
Award in Health Improvement - Level 1	Tomorrow's Women Wirral	Thu	10am-12pm	14 Jan	04 Feb
Working With Children Course	Bee Wirral, Birkenhead	Wed	10am-12pm	13 Jan	10 Feb
Working in Social Care Course	Bee Wirral, Birkenhead	Fri	10am-12pm	15 Jan	12 Feb
Safeguarding Children Workshop	Bee Wirral, Birkenhead	Wed	10am-12pm	03 Mar	03 Mar
Safeguarding Adults Workshop	Bee Wirral, Birkenhead	Fri	10am-12pm	12 Mar	12 Mar
Health & Safety in Construction With CSCS Card - Level 1	Ongoing courses throughout the year - call 0151 666 3330 for more information				
Community Environmental Volunteering - For Improved Mental Health & Wellbeing	Online	Mon	6.30pm-8.30pm	01 Feb	22 Feb

Computer & Digital Skills

These courses are for learners of all abilities to either help you gain confidence to use a computer at home or gain a full qualification for work. All these courses are FREE for all students.

Course	Location	Day	Time	Starts	Ends
Using MS Office	Online	Tue	1pm-3pm	12 Jan	09 Feb
Intro to MS Office	Online	Tue	7pm-8pm	12 Jan	09 Feb
Functional Skills in ITC Level 1	The Lauries Centre, Birkenhead	Wed	10am-3pm	13 Jan	24 Mar
Functional Skills in ITC Level 2	The Lauries Centre, Birkenhead	Thu	10am-3pm	14 Jan	25 Mar
Getting the Most Out of MS Office	The Lauries Centre, Birkenhead	Fri	10am-12pm	15 Jan	26 Mar

Floristry

These courses are designed to give you basic skills you need to progress. Level 1 courses offered through the Open Awards awarding body. These courses are FREE if on benefits or low household income, or the cost is £30.

Course	Location	Day	Time	Starts	Ends
Floristry	The Lauries Centre, Birkenhead	Tue	1.30pm-3.30pm	12 Jan	09 Feb
Floristry	The Lauries Centre, Birkenhead	Tue	1.30pm-3.30pm	23 Feb	23 Mar

English & Maths Courses

These courses will help you develop your skills & gain a nationally recognised qualification.
All English & Maths courses are FREE for all students.

Course	Location	Day	Time	Starts	Ends
Functional Skills Maths - Level 1	The Lauries Centre, Birkenhead	Mon	10.15am-12.15pm	11 Jan	22 Mar
Improve Your Maths	The Lauries Centre, Birkenhead	Mon	1pm-3pm	11 Jan	22 Mar
Getting Started - Maths for ESOL Learners	Wirral Multicultural Organisation	Tue	9.30am-11.30am	12 Jan	23 Mar
Preparing for Functional Skills - Fractions/Decimals/Percentages	The Lauries Centre, Birkenhead	Tue	1pm-3pm	12 Jan	23 Mar
Improve Your Maths	Online	Wed	9.30am-11am	13 Jan	24 Mar
Preparing for Functional Skills - Improve Your Number Skills	Online	Wed	11.30am-1pm	13 Jan	24 Mar
Functional Skills Maths - Level 1	The Lauries Centre, Birkenhead	Thu	10am-12pm	14 Jan	25 Mar
Improve Your Maths	The Lauries Centre, Birkenhead	Thu	1pm-3pm	14 Jan	25 Mar
1:1 Literacy Support	The Lauries Centre, Birkenhead	Wed	1.30pm-3.30pm	13 Jan	24 Mar
Getting Started with Literacy - Entry 1	The Lauries Centre, Birkenhead	Thu	10am-12pm	14 Jan	11 Feb
Phonics/Reading - Entry 1	The Lauries Centre, Birkenhead	Thu	1pm-3pm	14 Jan	25 Mar
Getting Started with Spelling - Entry 1	The Lauries Centre, Birkenhead	Thu	10am-12pm	25 Feb	25 Mar
1:1 Reading Development	The Lauries Centre, Birkenhead	Fri	10am-12.30pm	15 Jan	26 Mar
Improve Your English - Entry 2/3	The Lauries Centre, Birkenhead	Mon	9.30am-12pm	11 Jan	22 Mar
Improve Your English	The Lauries Centre, Birkenhead	Mon	1pm-2.30pm	11 Jan	22 Mar
Improve Your English	The Lauries Centre, Birkenhead	Tue	9.30am-11am	12 Jan	23 Mar
Functional Skills English - Entry 3	The Lauries Centre, Birkenhead	Tue	11.30am-1pm	12 Jan	23 Mar
Functional Skills English - Level 1	The Lauries Centre, Birkenhead	Tue	1.30pm-3pm	12 Jan	23 Mar
Improve Your English - Entry 1	The Lauries Centre, Birkenhead	Wed	9.30am-11am	13 Jan	24 Mar
Improve Your English - Level 1	The Lauries Centre, Birkenhead	Wed	1.30pm-3pm	13 Jan	24 Mar
Functional English - Entry 3	The Lauries Centre, Birkenhead	Wed	11.30am-1pm	13 Jan	24 Mar
Introduction to Spelling, Punctuation and Grammar - SPAG	The Lauries Centre, Birkenhead	Thu	9.30am-11am	14 Jan	11 Feb
Functional Skills English - Level 1	The Lauries Centre, Birkenhead	Thu	11.30am-1pm	14 Jan	25 Mar
Improve Your English	The Lauries Centre, Birkenhead	Thu	1.30pm-3pm	14 Jan	25 Mar
Introduction to Spelling, Punctuation and Grammar - SPAG	The Lauries Centre, Birkenhead	Thu	9.30am-11am	25 Feb	25 Mar

Sewing

12-week ACCREDITED course costs £260, 10-week NON-ACCREDITED course costs £60 and 5-week courses cost £30.
All of these courses are FREE if on benefits or low household income.

Course	Location	Day	Time	Starts	Ends
Beginners Guide to Setting Up & Using Your Sewing Machine	The Lauries Centre, Birkenhead	Mon	10am-12pm	22 Feb	22 Mar
Tips & Techniques on Making Personalised Face Masks	Online	Mon	6pm-7.30pm	11 Jan	08 Feb
Fashion Upcycling & Sustainability Level 1	The Lauries Centre, Birkenhead	Tue	9.30am-3.30pm	23 Feb	25 May
Introduction to Upcycling	The Lauries Centre, Birkenhead	Wed	10am-12pm	13 Jan	10 Feb
Simple Sewing Projects	The Lauries Centre, Birkenhead	Wed	1pm-3pm	13 Jan	10 Feb
Sewing Techniques Level 1	The Lauries Centre, Birkenhead	Wed	9.30am-3.30pm	24 Feb	26 May
Introduction to Using an Industrial Sewing Machine (Beginners)	The Lauries Centre, Birkenhead	Thu	10am-12pm	14 Jan	11 Feb
Beginners Guide to Setting Up & Using Your Sewing Machine	The Lauries Centre, Birkenhead	Thu	1pm-3pm	14 Jan	11 Feb
Advanced Sewing Techniques Level 2	The Lauries Centre, Birkenhead	Thu	9.30am-3.30pm	25 Feb	27 May
Beginners Guide To Using an Overlocker	The Lauries Centre, Birkenhead	Fri	10am-12pm	15 Jan	12 Feb
Introduction to Using an Industrial Sewing Machine (Beginners)	The Lauries Centre, Birkenhead	Fri	1pm-3pm	15 Jan	12 Feb

More information, including details of other courses available, is online:
wirral.gov.uk/lifelonglearning.

To book a place please email lifelonglearning@wirral.gov.uk or call 0151 666 3330 / 07789 922 542.

All course venues are subject to change and may be moved to online learning in response to any changes in government guidelines around COVID-19. You must be aged 19 or over to enrol. This advertisement is available in other formats; please contact us on 0151 666 3330 for details.



National Career Service 18 +



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EARLY YEARS TRAINEESHIP



12-week Traineeship programme

A Traineeship will help you grow in confidence, allow you to become familiar with the workplace and improve your professional attitude. The core aim of the programme is to improve your maths and English grades and provide a high-quality work experience that could lead to an apprenticeship.

Although Traineeships are unpaid it is valuable as it gives you the experience, qualifications and skills that can set you apart from other candidates and an opportunity to demonstrate this in the workplace.

The programme content is a blend of online classroom learning and work placement that is split over the course of the programme.

Online learning will include:

- Functional skills
- Safeguarding, prevent and equality and diversity
- Understanding your role, business organisations and work preparation training

Work placement will be for minimum 70 hours in a local early years setting.

**12 week traineeship
programme**

**Starts Monday 8th
February 2021**

Bursary Available

16-24years

**Online classroom
delivery & quality
work placement**

CONTACT

Clare Storer

07754 220326

clare@jmet.org.uk

TRAINEESHIP – AGE 16 – 24



TEACHING ASSISTANT TRAINEESHIP



12-week Traineeship programme

A Traineeship will help you grow in confidence, allow you to become familiar with the workplace and improve your professional attitude. The core aim of the programme is to improve your maths and English grades and provide a high-quality work experience that could lead to an apprenticeship.

Although Traineeships are unpaid it is valuable as it gives you the experience, qualifications and skills that can set you apart from other candidates and an opportunity to demonstrate this in the workplace.

The programme content is a blend of online classroom learning and work placement that is split over the course of the programme.

Online learning will include:

- Functional skills
- Safeguarding, prevent and equality and diversity
- Understanding your role, business organisations and work preparation training

Work placement will be for minimum 70 hours in a local Primary or Secondary School setting.

**12 week traineeship
programme**

**Starts Monday 8th
February 2021**

Bursary Available

16-24years

**Online classroom
delivery & quality
work placement**

CONTACT

Clare Storer

07754 220326

clare@jmet.org.uk

TRAINEESHIP – AGE 16 – 24



BUSINESS ADMIN TRAINEESHIP



12-week Traineeship programme

A Traineeship will help you grow in confidence, allow you to become familiar with the workplace and improve your professional attitude. The core aim of the programme is to improve your maths and English grades and provide a high-quality work experience that could lead to an apprenticeship.

Although Traineeships are unpaid it is valuable as it gives you the experience, qualifications and skills that can set you apart from other candidates and an opportunity to demonstrate this in the workplace.

The programme content is a blend of online classroom learning and work placement that is split over the course of the programme.

Online learning will include:

- Functional skills
- Safeguarding, prevent and equality and diversity
- Understanding your role, business organisations and work preparation training

Work placement will be for minimum 70 hours in a Local Business.

**12 week traineeship
programme**

**Starts Monday 8th
February 2021**

Bursary Available

16-24years

**Online classroom
delivery & quality
work placement**

CONTACT

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Audit Assistant (Accountancy) at RSM - Merseyside

- <https://www.ratemyapprenticeship.co.uk/jobs/3324/rsm/audit-assistant-accountancy>

Marsh Insurance Practitioner Level 3 Apprenticeship - Scotland, North England & Yorkshire

at Marsh & McLennan - <https://www.ratemyapprenticeship.co.uk/jobs/3554/marsh-mclennan/marsh-insurance-practitioner-level-3-apprenticeship-scotland-north-england-and-yorkshire>

Engineering (CPEUK) Level 3 Apprenticeship at Nestle – Bromborough -

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Food Manufacturing (CPEUK) Level 3 Apprenticeship at Nestle- Bromborough -

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Associate Project Manager Apprenticeship at Unilever – Birkenhead -

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