

# Looking for work or a career change?

Would you like to work in a school or other organisation?  
Need help to find work during the Coronavirus madness!  
Want to start a business?

**GATE (Gaining Access to Training and Employment)** could be just the course you need!

North Metropolitan TAFE runs a one semester **GATE** course supporting people to find work. We have had pleasing results and the chances of gaining employment are strong. This course is suitable for people after a change of career or people looking to enter/re-enter the workforce. No matter what your skill level, or how long you have been away from the workforce we can help you find work. We provide you with work skills and through work experience a soft transition to work.

Our students have obtained work in schools, libraries, private companies, councils, hospitals, Kings Park, Bunnings and more.

#### Entry requirements:

- Solid English oral and written communication
- Must be able to send and receive email
- Must be able to read procedures, safety sheets etc.
- Successful completion of an entry interview
- Working With Children Check and a Police Clearance
- Minimum age 18

#### Course details:

- **Dates** - Starts week 1 of term 3 2022 and runs for 20 weeks
- **Days** - 3 days per week
- **Cost** - Approximately \$170 (subject to change) total course fee for full 20 weeks
- **Location** - North Metro TAFE Leederville and on work experience
- **Qualification** - GATE (Gaining Access to Training and Employment) Certificate I

### Course Structure

**Day 1)** Boosting your workplace skills such as computing, customer service, written and verbal communication.

**Day 2)** Helping you with cutting edge job application skills so that you can obtain casual, part time or full time work.

**Day 3)** Providing you with work experience so that you can gain experience and build networks that could lead to work, apprenticeships or your own business.

### How TAFE will help?

- We provide you with work experience, relevant to a role of your interest.
- You will receive written referee reports from the organisations you work with.
- You will obtain referees to add to your resume.
- You will learn the right way to write your cover letter.
- Your resume will explode with new experience.
- We show you how to apply for work and address selection criteria.
- You will receive training directly related to your role of interest.
- We forward you job opportunities as they arise.
- You will get a foot in the door at a variety of workplaces.
- We help you to enrol in further training if required e.g. Certificate in Education Support.
- **We give you help and support to find work!**

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