

Benefits to the learner

- Career Progression
- Nationally recognised qualifications
- Get skills you need for work
- Increased employability
- Flexible Delivery
- Quality Training

Name:

Address:

.....

Tel:

Email:

Study Mode: week end, Day release, evenings

Hammersmith Management College

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HAMMERSMITH
MANAGEMENT COLLEGE

TRAIN TO GAIN

Improve your skills.....

..... Improve your business

Free Training

Hammersmith Management College in partnership with Paddington Development Trust is offering free training.

Achieve nationally recognised qualifications in:

Literacy & Numeracy

IT

Business Administration

Accounting

Travel and Tourism

Employers and Employees can join our skills campus now!

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Training Programmes

Our training programmes are free and have been designed to enable participants to achieve recognised qualifications, to upgrade their work based skills and be more productive at their work place.

Courses Offered

- Literacy & Numeracy*
- IT*
- Business Administration & Law*
- Accounting*
- Travel and Tourism*

Course level

NVQ level 2/3

Workforce development

Following simple steps:

- Identify the learners needs at your work
- Pinpoint the right level of training
- Agree on the number of learners and a training package
- Arrange free training
- Review the progress they are making

Eligibility

Train to gain programme applies to:

- Employees
- Volunteers
- Self employed

Are you eligible as an individual?

- You can only choose from NVQ level 2/level 3 qualifications.

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- You must be resident legally in the EU for three years or more
- You must be able to take part in employment/volunteer activities
- Your employer must be willing to release you for the training to be provided.

Eligibility as an employer

Employer's engagement is a significant part of the Train to Gain initiative. This will include almost all organisations particularly the SME's.

SMART acting on behalf of the skills brokerage organisation will check the documents submitted for accuracy and ensure that the employer confirmation is present.

Available intakes

Training is delivered on a rolling basis with flexible delivery times. Most of the training will be provided at our modern Hammersmith premises, however it may be possible to provide in-house training to certain neighbouring businesses

How could we help the employer?

- Help businesses with their training needs
 - Help boost productivity
 - Quality and free training
 - *Wage cost Subsidy
- *If you are an employer with fewer than 50 full time equivalent employees you may be eligible for a contribution towards your wage costs. If the employee achieves the desired qualification you may be able to recover the actual wages for the employee.

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