

# Work Preparation

## CERTIFICATE I WORK PREPARATION

**A course for people with disabilities  
24th February 2009 - 11th March 2009 (Busselton)**

This introductory course is designed to get you ready for the work force or further training.

You will learn about:

- Communication skills and methods of communication
- Developing computer skills
- Occupational Health and Safety issues in the workplace
- WorkSafe certificate
- Job searching skills
- Resume writing



The course will be:

- Friendly and interactive
- Appropriate for participants
- Activity based with team building sessions, working within a group and excursions.

Course commences: Tuesday 24th February 2009 - will run Tuesdays and Wednesdays for 3 weeks at SMYL Office, Albert Rd, Busselton.

To find out more information or to register for this course, please phone Diane at Jobs South West Community Services on 9721 5033 or email [diane@jobs-sw.com.au](mailto:diane@jobs-sw.com.au)

*This course is funded by the WA Department of Education and Training*



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