



CONSTRUCTION  
AND BUSINESS  
ADMINISTRATION

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**SKILLS TRAINING**

[www.skillsacademies.com](http://www.skillsacademies.com)

Discover the path to a fulfilling career in construction, or business administration, with Skills Academies. Our comprehensive courses offer you the opportunity to develop valuable skills and expertise in dynamic industries.

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## INTRODUCTION TO CONSTRUCTION COURSE

Seize the opportunity to enhance your skills and employability with our fully-funded 2-week **Introduction to Construction (ITC)** course, leading to the acquisition of your **Green CSCS Card** and opening the door to countless construction sites!

### Embrace a comprehensive learning experience:

- Construction Sector Work Insights
- Construction Health & Safety Essentials
- Efficient Resource Handling Techniques
- Maintenance of Hand Tools
- Practical Block Paving Mastery
- Proficiency in Mortar/Concrete Mixing
- Attainment of **CITB Green CSCS Card**\*

\* You must complete the course and pass the CSCS test to be awarded the CSCS card



# SKILLS BOOTCAMPS IN CONSTRUCTION TRADES

Elevate your construction career and expand your horizons with our intensive 4-week Level 2 Skills Bootcamps in Construction Trades.

Master your craft and thrive in the industry. Delve into comprehensive training covering essential Areas such as Health, Safety, and Welfare in Construction, Carbon Awareness, Energy Management, and essential Employment Skills. Choose from a range of Trade options to forge your path to success:



Skills Bootcamp in Bricklaying\*



Skills Bootcamp in Plastering\*



Skills Bootcamp in Carpentry/Joinery



Skills Bootcamp in Painting & Decorating

\* With the option of a Skills Bootcamp in Thermal Wall Insulation Installation with a Trade



Join us to build a brighter future today!



## DIGITAL BUSINESS ADMINISTRATION COURSE

Unlock new opportunities and enhance your career prospects with our new and exclusive fully-funded **Introduction to Business and Information Technology (iBIT)** course! Gain valuable skills and stay ahead in today's competitive job market.

Programme of training includes:

- Personal Performance and Development
- Working in a Business Environment
- Health and Safety in Business
- Business Communication and Administration
- Effective Time and Workload Management
- Business Document Production
- Information Management Techniques
- Digital Safety and Responsibility
- Digital Devices Handling

To support you, we provide you with a free digital device, which is yours to keep upon completion!





## ELIGIBILITY:



### BENEFITS

Be in receipt of Job Seekers Allowance or Universal Credit



### IDENTITY

Valid Passport, Driving Licence, or Birth Certificate & proof of National Insurance Number



### AGE

Must be aged 19 on or before 31st August 2023



### NATIONALITY

Must have been living in the UK for the past 3 years. Proof of address required.

## SUPPORT FOR YOU:



### REFRESHMENTS

The Academy provides food and refreshments throughout the day



### PPE

We've got you! We will provide you with boots, gloves and a hi-vis, which are yours to keep

# ACADEMY LOCATIONS

Scan the QR code of your closest academy to download directions, or use the postcode listed



Digital Media Centre, County Way,  
Barnsley S70 2JW | 07977 153065



27 Royal Scot Road, Pride Park,  
Derby, DE24 8AJ | 07977 153067



Chappell Dr, Doncaster,  
DN1 2RT | 07816 243404



Unit 2 Clarence Court, Carlton Road,  
Nottingham, NG3 2FB | 0115 773 6700



Thames Works, Thames St,  
Rotherham, S60 1LU | 01709 717596



OEC Sheffield, Penistone Road,  
Sheffield S6 2DE | 0114 251 3977



Unit 11 Spinella Road, Worksop,  
S80 3GP | 07904 726308



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