



An Australian Government Initiative

If you would like to attend the course or have any enquiries, contact us directly on 1800 266 675 or email [education@comm-unityplus.org.au](mailto:education@comm-unityplus.org.au)

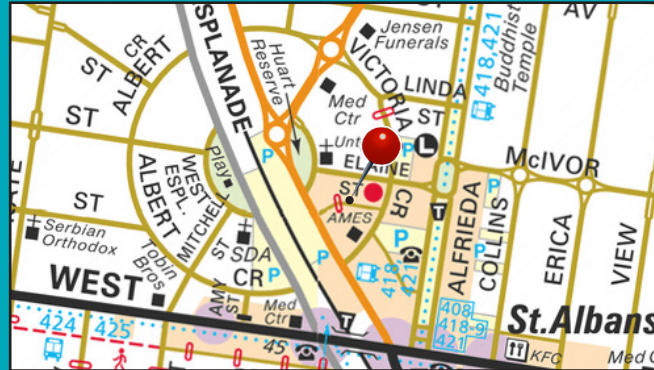


SEE courses are designed to equip job seekers with the language, literacy and numeracy skills needed to find and stay in a job.



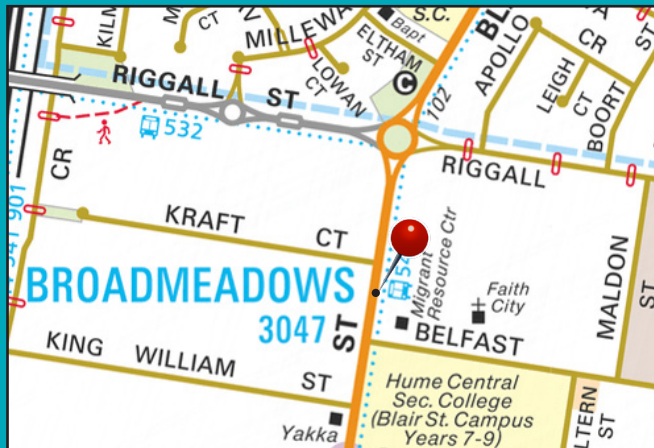
**HEAD OFFICE**

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**NORTH WEST REGIONAL OFFICE**

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PHONE: 1800 266 675

EMAIL: [education@comm-unityplus.org.au](mailto:education@comm-unityplus.org.au)

WEB: [www.comm-unityplus.org.au](http://www.comm-unityplus.org.au)

Classes available across Melbourne's West, North West and Inner regions.



An Australian Government Initiative

**FREE** accredited language, literacy and numeracy training to eligible jobseekers



**Program Contract Region:**  
West Melbourne  
Inner Metro Melbourne  
North West Melbourne

# Looking for Work?

## Want to improve your language and numeracy skills?

 **skills for education and employment** is about helping you **develop the skills needed to gain employment or complete further study**

It can:

- Improve written and spoken English language skills
- Improve reading, writing and numeracy skills
- Improve confidence and assist with resume writing skills
- Develop interview skills
- Develop teamwork skills
- Improve computer skills and develop IT literacy

In everyday life, SEE training will also help you to:

- Fill in forms and write letters
- Develop organisational skills
- Assist your children with homework
- Learn about Australian life
- Make appointments and approach employers
- Contribute to your local community

### When is training provided?

Classes run from 9:00 am to 2:45 pm

### What training is provided?

Fully accredited courses

Full time (20-25 hrs per wk)  
or part time (10-15 hrs per wk)

### How is training provided?

Classroom based with flexibility to still look for work whilst training at **commUnity+**

## Do you want to join the program?

- You must be aged between 15 to 64 years old
- Talk to Centrelink or your jobactive
- You must not be studying full-time
- A referral and a pre-training assessment is required
- Individuals with a disability are encouraged to apply



**West Site Code:** L70145  
**ESS Activity ID:** 872315

**North West Site Code:** L70867  
**ESS Activity ID:** 61289342

**Inner Metro Site Code:** L70610  
**ESS Activity ID:** 7136921

**Certificate or Statement of Attainment issued on completion of training.**



For more information, or to make an appointment, contact commUnity+ on **1800 266 675**