



developing
people's
potential



FREE

LITERACY TRAINING

IN YOUR WORKPLACE

Fully funded for employers/employees – 40 hours of hands on practical training
Delivered in your workplace or in our classroom
One on one or group learning available

Workplaces who take part can expect:

- Improved staff retention & attendance
- Reductions in error and rework
- Increased productivity
- Improved Health and Safety compliance
- Higher standards of customer service
- A greater contribution of staff ideas
- Improved overall morale
- Focussed group workshops

Strong Literacy and Numeracy skills equip people to:

- Participate fully in workplace
- Develop higher-level technical skills
- Greater levels of productivity
- Improve communication socially
- Undertake further study and learning

Programme Delivery

- All learners need to engage for 40 hours of tuition
- Delivered over a 10-40 week period



Limited spaces available so call now to secure your place!

**Call for an information pack and find out how we can help
your business and employees today**

REGISTER NOW

FREE PHONE (0800) 368 1095 Sharon Geerling 027 450 8866

Case Study:

Talus Lifts Productivity & Staff Morale

Increased productivity, improved work quality and higher staff morale are just some of the benefits Talus Industries General Manager Richard Trevethick has observed since offering employees HLC's Workplace Literacy Programme earlier this year.

Five employees ranging from administrative staff to factory production were identified as needing support to improve their literacy skills in the workplace. "The HLC team developed an individual programme that included content that was relevant to our business and was job specific so that the employees learned skills needed in their job. Talus Production Manager, Paul Crocker says that "As the employer I could immediately see that the training was being applied to actual functions and outputs of the employee's job. Some staff have also commented how this has improved their home communication as well. This is obviously much more effective than sending them on generic training".

HLC's Workplace Literacy Programme is delivered over 40 hours (with as little as one hour per week) and can be delivered in your workplace or in our classroom.

There are a limited number of free places available,
Phone Sharon Geerling, Industry Partnership Advisor on
027 450 8866 to improve your organisations performance and
communication NOW!



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