

# FUTURE SKILLS

EmployNZ  
Training for Employment

Improve Your Work Skills, Wellness & Confidence



TEXT UPSKILL  
TO 3165 OR CALL  
0800 002 159

**We offer a small class size and maximum support!**

- ☒ Build confidence
- ☒ Prepare a CV and Cover Letter
- ☒ Prepare for your drivers licence
- ☒ Plan for your future
- ☒ Prepare for work
- ☒ Learn Interview skills
- ☒ Gain computer skills
- ☒ Manage your wellbeing

EmployNZ  
Training for Employment

[www.employnz.co.nz](http://www.employnz.co.nz)

**Fees Free  
Start anytime  
Open Entry**

# FUTURE SKILLS

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Course options to suit you!

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## Prepare for Work

*Practical skills for employment*

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- ☑ Research the job market
- ☑ Build your CV & Cover Letter
- ☑ Learn how to communicate effectively
- ☑ Learn about Workplace Health & Safety

## Wellbeing and Confidence

*Prepare for new beginnings*

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- ☑ Conduct a personal audit - where are you at?
- ☑ Work on over coming barriers & challenges
- ☑ Strategies to manage your wellbeing
- ☑ Learn how to manage your time & finances

## Future Training

*Discover new study options*

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- ☑ Find out what study options suit you
- ☑ Work towards relevant NCEA units
- ☑ Learn effective study routines
- ☑ Discover your skills & strengths

Talk to your Case Manager or  
Free text – Upskill to 3165  
Email – [info@employnz.co.nz](mailto:info@employnz.co.nz)

Fees Free  
20 hrs per week  
Small class size