

Job Confidence

About the Course

Students who successfully complete this course will have developed their ability to enter new and unfamiliar workplaces with confidence. Students will be able to apply their increased problem solving skills when learning new processes in the workplace, and balance work and life commitments.

The Job Confidence Course will assist learners to build their problem solving abilities to enter a new workplace, effectively deal with problems as they arise (both external and internal to the workplace), and embrace new problem solving methodologies to ensure their employment status is not jeopardised.

Entry Requirements

There are no formal entry requirements for this course. Learners will be customers that need support to find employment. Some learners may have completed previous vocational training, however, it is likely learners will need support to find and sustain employment.

To allow our trainers to support your learning, you will need to complete a student profile, including a language, literacy and numeracy indicator before your enrolment application is accepted.

Delivery Method and Course Duration

This short course is available through a Virtual Classroom learning approach. The total duration of this short course will be 30 hours and will take the following format:

1 week full-time – 5 days (6 hours per day, inclusive of a 2 hour Virtual Classroom session). Additional support and training times are available for students if required.

Online platform requires either PC, phone or tablet.

Course Structure

There is one (1) unit of competency requiring successful completion for this course.

- › **BSBWOR203**
Work effectively with others

Further Training

In the event the student requires additional training and support this will be arranged in consultation with all parties.

Course Outcomes

Learners who successfully complete the course will have gained the skills to independently access and use online job searching and reporting systems. Learners will be able to apply for relevant jobs self-sufficiently.



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AQF Certification Outcome

Students who successfully complete all requirements of BSBWOR203 Work effectively with others will be issued a Statement of Attainment by MAX Solutions.

Recognition of Prior Learning (RPL) and Credit Transfers (CT)

Recognition of prior learning (RPL) is a process that assesses your competency - acquired through formal and informal learning - to determine if you meet the requirements for a unit of study. Students with previous skills, knowledge or experience are entitled to apply for RPL for a full qualification or individual units of competency. Students will be required to produce evidence and undertake assessment as part of the RPL process.

If you have previously completed a unit/s of competency and can provide valid evidence of AQF certification (issued by an RTO), you are eligible to apply for a credit transfer and would not be required to undertake further study for the unit.

You can learn more about RPL and Credit Transfer processes at www.maxsolutions.com.au/training.

Unique Student Identifier

It is mandatory for all students undertaking Nationally Recognised Training in Australia to have a, Unique Student Identifier (USI).

You will need your USI in order to apply to enrol for training.

Visit www.usi.gov.au for more information.

More Information

For upcoming course dates, delivery locations, student handbook information (including relevant policies and procedures such as our privacy, access and equity, complaints and appeals and refund policies) please visit our website or contact our team.

Contact Us

Phone 1800 021 560

Email info@maxsolutions.edu.au

Web maxsolutions.com.au/training