

“Literacy is not just about reading, writing and mathematics; it’s also about the core skills of learning, using technology, problem-solving as well as communicating with others”



LITERACY AND NUMERACY

Literacy skills development is a lifelong process; we are likely to require new or enhanced skills each time we move into a different position, take on new roles and responsibilities, or as a result of changes to the environment, such as new work processes and technologies.

Work & Training understands your business requirements when it comes to up-skilling your staff.

We work with you to develop a specific program to address your unique business requirements.

How Work & Training can help:

Work & Training has been delivering workplace literacy programs since 2009 and have qualified staff that will assist your business to develop a literacy skills training program to meet your needs.

Developing a Project

Integrating a workplace literacy program into your business will assist employees

- Improve completion and quality of documentation, for example reports and brochures alongside increasing efficiency of record keeping;
- Increase ability to measure and perform calculations leading to a reduction in wasted materials and time;
- Improve ability to locate information, read specifications and solve problems;
- Increase capability to effectively use Information and Communication Technology (ICT);
- Increase uptake, engagement and progression through VET and
- Increase employee confidence and ability to complete tasks to a high standard.

Statistics

The Australian Bureau of Statistics Programme for the International Assessment of Adult Competencies (PIAAC) 2012 survey identified that the rate of low level literacy in Tasmania is higher than any other state or territory in Australia.

People with low levels of literacy or numeracy can have difficulty with a range of tasks such as; engaging in training, writing a report, calculating quantities and reading safety information.

What will it cost?

The cost depends on the time and length of the project. Contact Work & Training to discuss options today.

*“We can access
the best
funding option and
deliver the training
to benefit
your business,”*

For more information contact us:

 1300 309 675

 workandtraining.com.au

info@workandtraining.com.au



Provider no: 1126

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PO Box 447
Moonah TAS 7009

Launceston

26 Elizabeth St
PO Box 5500
Launceston TAS 7250

Devonport

56 Oldaker St,
Devonport TAS 7310

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Australia



AREAS OF EXPERTISE

Work & Training is a statewide, not-for-profit company established in 1988. Our vision is to be the provider of choice for quality employment and training services in Tasmania.

We are a specialist provider of



Group Employment Services (trainees and apprentices)



Nationally Recognised Training



Permanent Recruitment



Labour hire



Literacy and numeracy training

We are now the largest company in Tasmania providing employment of apprentices and trainees.

Our company was formed by business people and industry leaders, who foresaw that traditional methods of recruitment and training would eventually leave Tasmania with a skills shortage.

We have offices in Hobart (Moonah), Launceston and Devonport, employing in excess of 40 core staff covering the state. We also employ approximately 300 trainees and apprentices on behalf of businesses across Tasmania.

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