



# Free Workplace Education Programmes With South Dublin Adult Education Service

**Business Growth  
Through  
Your People**



**FÁS & VEC working together to deliver  
SKILLS FOR WORK PROGRAMMES**

**On or After September 1<sup>st</sup> 09 Contact:**

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at**

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Coiste Gairmoideachais Chontae Átha Cliath  
County Dublin Vocational Education Committee



**County Dublin Vocational Education Committee and FÁS have come together to work in partnership on the Skills For Work programme. We would like to offer you and your employees the opportunity to avail of free training and education programmes under this initiative.**

**Skills for Work programmes can be tailored individually to the needs of your organisation and employees. This programme is designed for employees who wish to improve their skills in a number of areas:**

- **Communication Skills**
- **Maths Skills**
- **IT Skills / Computer Training with Communications**
- **Personal and interpersonal skills**
- **Modules of learning such as Communications and Maths had be designed thematically to fit in with the needs of the workplace, e.g.**

**Communication skills may include themes such as Health / Safety/ Hygiene practice / Customer Service.**

**Through participation in these training courses employees will acquire new work related skills and brush up on existing skills which will in turn, provide significant benefits to employee development, productivity and competitiveness. FETAC certified modules to match the skills requirement of your employees can be offered under this programme These FETAC modules are recognised nationally and internationally.**

**Some of the benefits of Skills for Work programmes to the employer include;**

- **Better team performance**
- **Increased employee morale and motivation**
- **Increased profitability**
- **Building your company's reputation as a quality learning organisation**
- **Improved internal and external communications**

**Skills for Work programmes, of varying length, will be specially designed to meet the needs of specific employers and employees and delivered in a flexible way to minimise or eliminate any disruption to business operations. Programmes may be delivered to clusters of work places to make up a required minimum number for a programme.**

**Skills for Work programmes are aimed at employees who have either no formal qualifications or qualifications that do not exceed full Junior Certificate.**

**Employees with a full Leaving Certificate are not eligible. Courses in English for Speakers of Other Languages (ESOL) are not offered under Skills for Work.**

**For more information on the Skills for Work initiative please contact: Tel: 01 2989283  
On or after September 1<sup>st</sup>.**