



JOBS • EDUCATION • TRAINING

**HELPING YOU FIND
YOUR WAY IN
THE UK**

Are you new to the UK?

Want work but not sure where to start?

We are a registered charity and we can help you to find work, improve your communication skills and become part of the community. We can give you support and help when you may be feeling isolated and unsure as to how to look for work.

JET can help you:

- With 1:1 support from Qualified Workers
- Guide you as to how to job hunt more effectively
- Discuss opportunities for further training with you
- Offer support
- Find a work placement opportunity to help you learn work skills
- Help build your confidence
- Look at volunteering
- Help you integrate into the community
- Meet employers

We also run FREE courses:

ESOL For Jobs

- Improve on your English vocabulary to help you search for a job
- Learn how to prepare a CV
- Know how to complete a successful application form
- Prepare for job interviews

Work UK

- Learn about the work culture in Britain
- Common work policies found in the work place eg: flexitime, sick and holiday leave, employees' rights
- Joining a union
- What is a contract?

ICT

Learning keyboard and computer skills.

Our friendly volunteers will show you how to learn a variety of computer skills and become competent in Microsoft Word, Excel, Publisher, and the Internet.

Out and About

We often invite clients to visit places in the community and have fun eg: to museums, parks, art galleries, fun day events in the region.

The Park Centre
Unit 13
Cruddas Park
Shopping Centre
Newcastle upon Tyne
NE4 7RW

To find out more,
contact us on:

Tel: 0191 226 3620
www.jetnorth.org.uk

