

4.



Join the team of aspiring entrepreneurs.



Help build a campus based business.



Design promotional material
Document sales
Forecast Earnings

5.

Course Descriptor

Statement of Attainment towards FSK20119
Certificate II in Skills for Work and Vocational Pathways

This is a one year course.

2 Preliminary and/or HSC units

Board Endorsed - 120 hour

There is not an Australian Tertiary Admission Rank (ATAR) option for this course.

Completing this qualification will allow you to use your work skills to get a job or apply for a promotion.



Skills for Work

UNCOVER YOUR POTENTIAL

Build your confidence for further study or to enter the workforce.



COFFS HARBOUR
SENIOR COLLEGE

1.

About

The Skills for Work course is designed to enhance your personal and professional skills, identify your career or training pathway and provide tips and techniques in identifying jobs that best suit you.

During this course you will set personal and vocational goals and learn about the steps involved in career planning.

Develop your time management, problem solving and workplace communication skills and come out with greater confidence and self-awareness

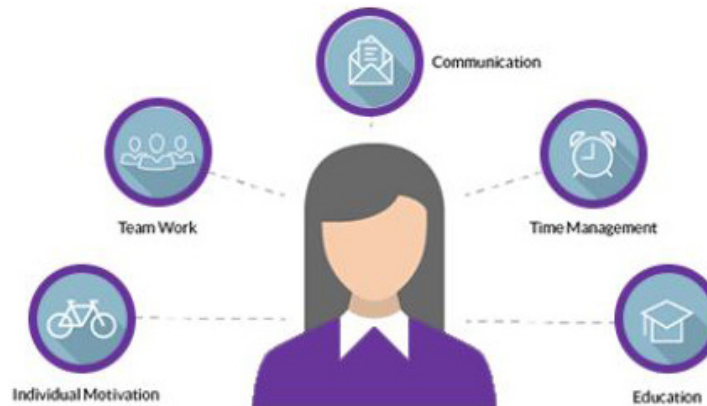
2.

Develop Your Skills

Skills for Work is all about you.

Yes there are set competencies that you will need to achieve to gain the full statement of attainment. However, the premise of this course is for you to hone in on the strengths you already possess.

You will be part of the development of a campus based business, where you will develop and put into practice essential workplace skills.



3.

Focus Areas



TEAMWORK



TECHNOLOGY



WRITING
FORMAL
DOCUMENTS



REAL
WORLD
MATHS