Computing for Jobseekers

A new FREE 4 day course to support people who are looking for work

Course dates:

Monday 28th October to Thursday 31st October

Time: **9:30am – 12noon**
Venue: **Donnington Lifelong Learning Centre**

The course will include:

- **Basic Computing skills**
- **Using Microsoft Word to write a CV**
- **Using email to send CV's and letters**
- **How to search for work online**

For more information or to book a place, please contact
Adult Community Learning on 01952 388623 or 01952 382888

Alternatively you can call or text Richard on **07973812639**

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