

## FREE HELP TO FIND WORK

Are you struggling to find work? Need to learn new IT skills?

Is the world of computers and software a worry to you?

Do you need better IT skills to apply for jobs?

Graft Thames Valley is running FREE online workshops that can help

Microsoft Software

Professional emails

Excel spreadsheets

Job searching on Indeed and LinkedIn

Cyber-security and GDPR

CV work shop

Intro to Power point presentations

Online Interview skills



### Contact us to sign up

Places are limited so please apply now by  
emailing [sophie@graft.org.uk](mailto:sophie@graft.org.uk) or by calling 01183 805 950

This FREE training programme commences on 21st March and includes 2 half-day workshops (Monday & Wednesday mornings), finishing on 11th May - with a 2 week break over Easter.

If you are a complete beginner or unable to engage online, please call us - we can support a limited number of learners in our onsite training suite in central Reading.

NOCN accredited.

## Thank you to our Funders