This qualification reflects the role of individuals who provide employment services to both job seekers and employers. They use specialised knowledge to support individual job seekers in locating, securing and maintaining employment, and to assist employers in meeting their recruitment needs.

CAREER OPPORTUNITIES
This qualification is a well respected pathway into the following career options:

- Human Resources Officer
- Work Experience Coordinator
- Employment Services Advisor
- Youth Worker
- School Industry Liaison Officer
- Career Advisor, Counsellor or Educator
- Rehabilitation Consultant

**CHC41115 Certificate IV in Employment Services**
Via Higher Level Skills program funding (if eligible)

Concessional: $70 co-contribution fee
Non Concessional: $700 co-contribution fee
Fee for service (if not eligible for funding) $2800

www.worklinks.com.au
Training options
1. Online learning plus Face to face training / support fortnightly at Strathpine or Caboolture
2. Online only, includes trainer support
Speak to us today and we can run you through an eligibility criteria.

Cert IV Employment services – Training days

Strathpine
Monday – Strathpine, one day training every fortnight 9.30am – 2pm then every other Monday
Commencing 10 October 2022 until 5/12/22, recommencing Monday 16/1/23 then every fortnight

Caboolture
Wednesday - 52 King Caboolture
Commencing 12 October 2022 until 14/12/22, recommencing Wednesday 18/1/23 then every fortnight

If you have not completed a certificate IV level qualification or higher you may be eligible for funding under Higher Level Skills program, part of the Queensland Government Skills Assure initiative

<table>
<thead>
<tr>
<th>Unit Titles</th>
<th>CHC411S Certificate IV in Employment Services</th>
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<tr>
<td>CHCECD009 Conduct career guidance interviews</td>
<td>Elective Unit</td>
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<tr>
<td>CHCECD010 Provide support to people in career transition</td>
<td>Elective Unit</td>
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<tr>
<td>CHCECD008 Deliver services consistent with a career framework</td>
<td>Elective Unit</td>
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<tr>
<td>CHCECD001 Analyse and apply information that supports employment and career development</td>
<td>Core Unit</td>
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<tr>
<td>CHCCCS016 Respond to client needs</td>
<td>Core Unit</td>
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<tr>
<td>CHCPRP001 Develop and maintain networks and collaborative partnerships</td>
<td>Core Unit</td>
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<tr>
<td>CHCDIV001 Work with diverse people</td>
<td>Core Unit</td>
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<tr>
<td>CHCECD005 Deliver employment services to employers</td>
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<td>CHCCOM002 Use communication to build relationships</td>
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<td>CHCLEG001 Work legally and ethically</td>
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<td>BSBPEF402 Develop personal work priorities</td>
<td>Elective Unit</td>
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<tr>
<td>CHCECD002 Deliver and monitor contracted employment services</td>
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<tr>
<td>CHCECD003 Promote jobseekers to employers</td>
<td>Core Unit</td>
</tr>
<tr>
<td>CHCECD006 Develop and monitor employment plans</td>
<td>Core Unit</td>
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Refund policy on website

Higher Level skills information:
The Higher Level Skills program is part of the Queensland Government’s VET Investment Plan.
For more information regarding the Higher Level Skills program, please review the Department of Employment, Small Business and Training fact sheet available through our website.

TO ENROL:
Email - training@worklinks.com.au
Phone - 1300 852 359

DURATION
18 months from commencement to completion.
RPL and Credit Transfers available upon enquiry.
Self-Paced Online, Study in your own time!