



Do you want to expand your digital skills?

North Metropolitan TAFE (NMTAFE) can help you build your digital skills through our 22476VIC-SS-D Digital Technologies Skill Set.

Our Digital Technologies Skill Set will help you to improve your skills to confidently use information and communication technology in a workplace and business environment.

This course is part of the Skills for Education and Employment (SEE) program, which provides free courses for job seekers who want to improve their language, literacy, numeracy and digital skills.

Dates

(10 weeks) – 12 June to 8 Sept. 2023

Mondays, Tuesdays and Wednesdays from 9.00am to 1.15pm
NMTAFE's campus Joondalup

Requirements

To be eligible for a referral to the SEE program enquire with your Employment Service Provider or contact us. You must be:

- Of working age, from 15 years old;
- Registered as a job seeker (including volunteer job seekers);
- An Australian citizen, or a holder of an Australian visa with working rights; and
- Assessed as suitable for training

What you'll learn

You will complete four units to help improve your digital skills, including:

- BSBTEC202 Used digital technologies to communicate in a work environment
- BSBPEF202 Plan and apply time management
- BSBWHS211 Contribute to the health and safety of self and others
- ICTICT216 Design and create basic organisational documents

Contact us

For more information about this course and how to apply, please contact us on:

E enquiry.see@nmtafe.wa.edu.au | T 9207 4840