



State ID: **AE377**

Job Ready Basics Skill Set for Veterans

Get ready for a start in the workforce

You will develop soft skills needed by employers to manage your own needs and work effectively with others. This career exploration course will cover resumes and jobs applications, explore industries and job opportunities and develop communication skills for the commercial workforce. You will begin working with technology and cyber security and manage your own infection control, skills that are sought by employers. This course is customised for Defence Veterans.

Gain these skills

- Taking care of health and wellbeing in the workplace
- Personal development
- Basic computer use
- Use infection control procedures to ensure the safety of customers

Tuition and resource fees

Eligible students study this course absolutely free. If you are not eligible you can expect to pay \$108.40.

Next dates:

To be confirmed.



If you're aged 15–24 years (not at school), receiving the JobSeeker payment, receiving Youth Allowance, AUSTUDY or ABSTUDY or holding a pensioner concession card, Health Care Card or a Repatriation Health Benefits Card issued by the Department of Veterans' Affairs, or a dependent of persons who are inmates of a custodial institution, you are eligible to enrol for free!

* Please note that eligibility requirements apply to some of the free training.



This skill set is part of the [Skills Ready](#) program. Other skill sets can be found on our [courses](#) page, using the *Refine course results>Study mode* filters.

Study requirements

Attendance in class

This is a 10 week (term based) course delivered at our Fremantle campus.

Work placement

Work placement is not a requirement for this course.

What you need for your first day of class

On your first day you should bring your SM TAFE confirmation enrolment receipt, your student ID, stationery (pen, exercise book, and file).

Important information

Job ready skill sets are 100% free for the following eligible students:

- People aged 15—24 years at the time of enrolment (excluding school students)
- Secondary school-aged people who are not enrolled at school
- People receiving the JobSeeker payment
- People and dependents of people receiving the Youth Allowance, AUSTUDY or ABSTUDY
- People and dependents of people holding:
 - pensioner concession card or Health Care Card; or
 - a Repatriation Health Benefits Card issued by the Department of Veterans' Affairs
- Dependents of people who are inmates of a custodial institution

Further study






[Job Ready Basics Skill Set](#)



[Certificate II in General Education for Adults](#)




Semester 1

eCampus - Online

-  When: Semester 1
-  Where: eCampus
-  How: Online

Semester 2

eCampus - Online

-  When: Semester 2
-  Where: eCampus
-  How: Online