

Access to Success, Progression, Inclusion, Recognition, Employment

## SUPPORTING PEOPLE INTO PAID EMPLOYMENT

# Admin Academy

- IAB Level 1 Payroll for Business
- IAB Level 1 Computerised Bookkeeping
- Producing Business Documents
- Meeting Protocol
- Communication Skills
- Time Management
- OCN Social Media
- First Aid at Work Certificate





### **Contact Us**

Call into the office Monday - Friday 9:00am - 5:00pm

- www.fermanaghomaghaspire.com
- email: aspire@fermanaghomagh.com
- Aspire Employability Programme

#### ASPIRE FERMANAGH

Fermanagh Rural Community Initiative (FRCI)
Unit 3, 56a Tempo Road
Enniskillen, BT74 6HR

☐ Tel: 028 6632 6478

#### **ASPIRE OMAGH**

Fermanagh and Omagh District Council Strule House, 16 High Street Omagh BT78 1BQ ☐ Tel: 028 8224 6535









Access to Success, Progression, Inclusion, Recognition, Employment

## SUPPORTING PEOPLE INTO PAID EMPLOYMENT



- First Aid at Work Certificate
- Manual Handling
- CV Development
- Health and Safety in the Workplace Level 1
- Interview Skills
- Job Search

**Available** in Omagh and **Fermanagh** 

**CSR CARD TRAINING AND** REFRESHER FORKLIFT LICENCE TRAINING ALSO AVAILABLE







## **Contact Us**

Call into the office Monday - Friday 9:00am - 5:00pm

- www.fermanaghomaghaspire.com
- email: aspire@fermanaghomagh.com
- Aspire Employability Programme

#### ASPIRE FERMANAGH

Fermanagh Rural Community Initiative (FRCI) Unit 3, 56a Tempo Road Enniskillen, BT74 6HR ☐ Tel: 028 6632 6478

#### **ASPIRE OMAGH**

Fermanagh and Omagh District Council Strule House, 16 High Street Omagh BT78 1BQ □ Tel: 028 8224 6535









Access to Success, Progression, Inclusion, Recognition, Employment

# SUPPORTING PEOPLE INTO PAID EMPLOYMENT



- Child Protection
- Paediatric First Aid
- Foundation Food Safety
- Linguistic Phonics
- Autism Awareness
- ICT for the Classroom
- Classroom Support School Placements



## **Contact Us**

Call into the office
Monday - Friday 9:00am - 5:00pm

- www.fermanaghomaghaspire.com
- email: aspire@fermanaghomagh.com
- Aspire Employability Programme

#### ASPIRE FERMANAGH

Fermanagh Rural Community Initiative (FRCI) Unit 3, 56a Tempo Road Enniskillen, BT74 6HR ☐ Tel: 028 6632 6478

#### **ASPIRE OMAGH**

Fermanagh and Omagh District Council Strule House, 16 High Street Omagh BT78 1BQ ☐ Tel: 028 8224 6535







Available

in Omagh and

Fermanagh