

JOB CENTRE (JOB CENTRE PLUS)

It is vital for your benefit to register at your local Job Centre immediately on leaving the forces for continuity of your National Insurance payments.

What help can you get?

Help finding work

Expert staff know what kind of people employers want in your area and the skills you may need to find work:

- advice about jobs at every stage of your search
- guidance on career direction and advice on training.

At your Jobcentre Plus office you will find:

- touch screen Jobpoints giving you access to the country's biggest job bank
- Jobseekers Direct (see below)
- facilities to help you look for jobs around the country and abroad.

When you use Jobcentre Plus you can expect:

- fair pay: you will get at least the national minimum wage
- help and support to find work
- advice about in-work benefits while you are looking for work
- quick answers to your questions about finding work and about which benefits you can get
- personal contact with a personal adviser who will take all your circumstances into consideration
- respect for your privacy.

Jobseeker Direct - Telephone 0845 6060 234

Jobseeker Direct is a quick and easy phone service, which keeps you in touch with the latest job vacancies and helps you find the job that's right for you. Once you find a job you're interested in, they will tell you how to apply. They will send you an application form and, where possible, ring the Employer there and then to arrange an interview

This service is available to anyone who is looking for work, and the lines are open weekdays 9.00am - 6.00pm, and Saturdays 9.00am - 1.00pm. All calls are charged at local rates.

In order to speed up the search carried out, it would be helpful if you had the following information ready when you ring: full address, National Insurance number, date of birth and vacancy job reference.

What is available?

New Deal

New Deal programmes may be able to help you into paid work, for example they give you new skills which employers want. There is a range of help available to suit your needs.

This is immediately available to ex-regulars of HM Forces.

Options: 'Gateway' - initial stage in New Deal, which may last up to 4 months, depending on the package arranged, includes:

- independent careers advice and Guidance
- training needs analysis
- CV service
- occupational training
- 8 weeks of short intensive basic skills
- access to assistance in dealing with specific problems – homelessness, drug/alcohol dependency.

Full time Education and Training Option:

- gives the opportunity to gain a work-related qualification, combined with work experience and job search.
- access to 8 weeks training targeted at local employers but can last up to 52 weeks.

Follow Through Support:

Third stage of New Deal following 'Gateway' - one to one individually tailored help with job search, careers advice and further employment and training programmes.

Textphone 0845 6055 255. This number is only for use by people who have access to a textphone and are deaf or have a hearing or speech impairment.

Learndirect

Learndirect is a new, fast telephone helpline to help you with career and learning opportunities. **0800101 901**

Useful Websites

www.learndirect.co.uk

www.jobcentreplus.gov.uk