

Rhondda Cynon Taf Work & Skills Team



Training Courses

CYNON

Contact 01443 420962 to book or if you require any information
or email workandskills@rctcbc.gov.uk

Dates	Courses	Location
Various dates (contact for more information)	Interview Techniques Hints & tips on best interview technique and how to put them in to practice.	Canolfan Pennar, Mountain Ash & Aberdare Library
Every Wednesday (Canolfan Pennar) 1pm – 3pm Every Thursday (Aberdare Library) 10am - 12pm	Let's Get Digital Support to access UC and email accounts, digitising CV's, navigating websites and general digital queries.	Canolfan Pennar, Mountain Ash & Aberdare Library Just drop in – booking not necessary
Tuesday 6 th October 9.30am - 3pm	Food Hygiene L2 Learn the essentials for keeping food safe	Canolfan Pennar, Mountain Ash CF45 3HD
Wednesday 7 th October 9.30am - 3pm	First Aid L3 Learn the essentials for keeping yourself and others safe	Darran Las Community Building, Mountain Ash CF45 3PY
Thursday 8 th October 9.30am – 3pm	Paediatric First Aid Learn the essentials for keeping children safe	Canolfan Pennar, Mountain Ash CF45 3HD

We are able to offer a varied range of training - are you a resident or a community group that would like to access training for your members, if so, please get in touch and we may help you to do so.

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Tuesday 13 th October 9.30am – 3pm	Confidence Building Identify your strengths, set realistic goals, and build confidence in your daily lives, work, and relationships.	Cynon Linc, Aberdare CF44 7BD
Thursday 15 th October 9.30am - 3pm	Customer Service Skills Learn how to communicate clearly, listen effectively, solve problems, and respond to customer needs in a professional and friendly way.	Cynon Linc, Aberdare CF44 7BD
Tuesday 3 rd November 9.30am – 3pm	Health and Safety A Health and Safety course provides knowledge and skills to help people work safely, reduce risks, and protect themselves and others from harm.	Darran Las Community Building, Mountain Ash CF45 3PY
Tuesday 24 th November 1.30pm – 4pm	Manual Handling A Manual Handling course provides the knowledge and skills needed to move loads safely and prevent injuries, especially to the back, muscles, and joints.	Darran Las Community Building, Mountain Ash CF45 3PY

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Dates	Courses	Location
Thursday 19th November 9.30am – 3pm	Resilience Skills Learners will explore practical techniques to manage stress, build confidence, improve emotional awareness, and strengthen problem-solving abilities.	Cynon Linc, Aberdare CF44 7BD
Tuesday 8 th December 9.30am - 4pm	Food Hygiene Learn the essentials for keeping food safe	Cynon Linc, Aberdare CF44 7BD
Thursday 10 th December 9.30am – 4pm	First Aid Learn the essentials for keeping yourself and others safe	Cynon Linc, Aberdare CF44 7BD

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