



# I.T. SKILLS FOR WORK

RCS are offering a free IT course which is intended for job seekers to learn the skills they need to apply for work. The course includes confidence in using email, uploading documents, completing online application forms and searching for jobs.

The course will cover use of word and excel to increase knowledge ready for the world of work.



**Starting September 2021**

**Andover, Romsey, Eastleigh**

**Lymington & New Milton**

**Call us on 01264 359 223**

**Or email**

**[rcsserviceseducation@gmail.com](mailto:rcsserviceseducation@gmail.com)**

**Enrol  
Today!**