

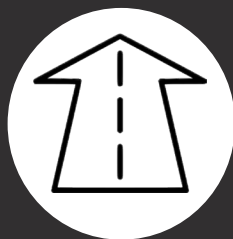
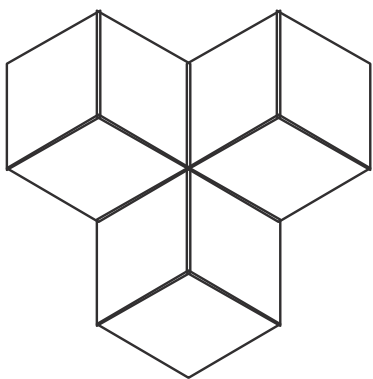


COLEG Sir Benfro
Pembroke College



**YOUR
BUSINESS
PARTNER**
pembrokeshire.ac.uk

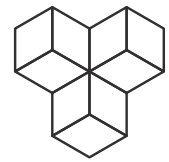




THE BEST WAY TO PREDICT THE FUTURE **IS TO CREATE IT.**

At Central Training we are dedicated to helping you to create a bright future for your
business and your workforce.

Mae'r llyfryn hwn ar gael yn Gymraeg. | This booklet is available in Welsh.



Welcome to Central Training



With a training heritage exceeding 50 years, we are proud to work alongside local businesses to drive economic growth for the region.

Our Central Training team are dedicated to supporting local businesses and have expertise in identifying the training opportunities and funding streams that will help you to meet your current targets as well as your future aspirations.

With a dedicated Account Manager, you will have access to specialist knowledge and resources across a broad range of sectors.

Whatever your business needs, we would love to hear from you and to support you with training needs analysis, recruitment, apprenticeships, workbased and bespoke training.

Dr Barry Walters
Principal, Pembroke College

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- » Over 30 apprenticeship programmes
- » **FREE** recruitment service
- » Industry standard facilities
- » Bespoke training packages
- » Access to courses up to and including degree level
- » Dedicated Account Managers
- » Highly skilled trainers who know your sector



Why choose Central Training?

Join more than 2,000 employers across
Pembrokeshire, Carmarthenshire
and Ceredigion who choose Central
Training to meet their training needs

To thrive in today's economy a skilled and motivated workforce is recognised as one of the key components of business success.

At Central Training we are committed to working with you to build a workforce that will see your company prosper. You will be assigned a specialist Account Manager who will work with you to identify your current needs and help you to plan to meet your future goals through effective staff continual professional development (CPD) and training.

Through the right training we will help you to build an inspired and motivated workforce who will use their new skills and confidence to help you to meet your business goals.





Technical Skills Training

Our technical training courses are designed to equip your employees with the skills needed to perform a specific element of their job.



Business Skills, Leadership & Professional Training

We offer a wide range of professional courses to help your employees to enhance their skills. The specialist knowledge they bring back to the workplace will help you to meet your business goals.



Apprenticeships & Higher Apprenticeships

Apprenticeships are available in a wide range of sectors and are continuing to grow in popularity being recognised as one of the most effective ways to strengthen your workforce.

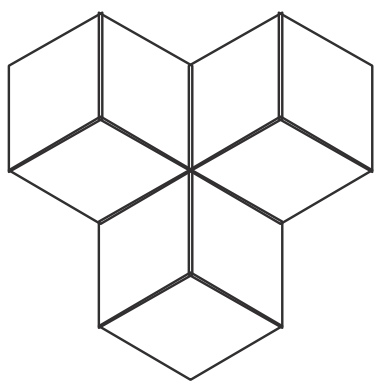
Our Training Solutions

We are proud to be a leading provider of training to companies across south west Wales and beyond. We are able to offer training in the following sectors:

Animal Management
Beauty & Complementary
Therapies
Business & Management
Catering & Hospitality
Childcare

Construction
Creative Industries
Engineering
Financial Services
Hairdressing & Barbering
Health & Safety

Health & Social Care
IT
Languages
Marine
Sport
Teaching



we're proud to have over 50 years
experience in **meeting the needs of**
local businesses.

GET IN TOUCH TODAY:

01437 753 320
central@pembrokeshire.ac.uk

Top 4 Reasons to **Invest** in your **Employees**



It Boosts your Company's Reputation

Investing in your employees' learning and development can boost your reputation as an employer who cares about their staff. Offering employee development as part of the benefits of working for your company can help you to fend off competition to attract the best talent. It can also cultivate an environment of continuous improvement.



It Increases Employee Loyalty

By investing in employee training, your employees will feel valued and appreciated. This will make them more loyal to the company, and loyal employees are more engaged, motivated and productive within their roles. This, in turn, will lead to a positive work environment, which increases employee motivation and fosters individual growth amongst employees. Research has shown that employee replacement can, on average, cost a company between six and nine months of that employee's salary.



It Boosts Employee Ability

Perhaps the most obvious benefit of employee development is the effect that it will have on their abilities and output. The more you train your team, the more successful they will be. Employee development creates a pool of talented and loyal employees who are aware of their strengths and weaknesses and are able to develop these further.



It Reduces Stagnation

By promoting from within, rather than outsourcing, you prevent stagnation within your company, where people are stuck in the same role for years. By training up your employees for promotion, you'll be rewarding the hard work of people who know your company inside-out with leadership opportunities.

FOLLOW US FOR UPDATES:



@centraltraining

TECHNICAL SKILLS TRAINING

Making sure your employees have the specialist skills your business needs



We understand that for many businesses technical skills are crucial and need to be continually updated. While most of our technical qualifications are college-based, in some instances, it may be possible for us to arrange delivery on your premises.

EXAMPLES OF TECHNICAL QUALIFICATIONS INCLUDE:

- » 2D CAD
- » ACS Gas Refresher Training
- » Coded Welding
- » OFTEC Courses
- » Safe Isolation of Electrical Installations
- » Solar Thermal

“

Over the past few years Puffin Produce Ltd and Pembrokeshire College have developed a close working relationship. We have had the pleasure of supporting college initiatives with local schools and have worked closely with the college to develop an industry specific apprenticeship. This has benefited us greatly as we have been able to increase the awareness of our sector and company profile to the young future workforce and ensure that the training provided by the college fits our industry requirements. Accessing a variety of training programmes, such as Business Administration and Food Manufacturing Engineering Apprenticeships, has enabled us to develop our colleagues, increasing both their skills and knowledge in the workplace.”

Jane Sadler, HR Manager, Puffin Produce

BUSINESS SKILLS, LEADERSHIP & PROFESSIONAL TRAINING

Central Training deliver an extensive programme of quality, flexible, professional training across a wide range of industry sectors. Our courses are developed with input from employers and are designed to meet your existing and emerging skills needs.

EMPOWER

Your Employees

Our business, leadership and professional training courses are designed to upskill your managers and leadership team to give them the skills and confidence to lead your business into the future.

PROFESSIONAL TRAINING COURSES

- » ILM
- » AAT
- » Agile
- » Prince 2
- » Microsoft
- » OFTEC
- » IOSH
- » IEMA Foundation Certificate
- » HACB
- » NEBOSH
- » PGCE
- » IEMA Environmental Sustainability
- » Cyber Security
- » Scrum
- » HNCs and HNDs



We have an excellent relationship with the engineering team at Pembrokeshire College. Together we have trained toolmakers, maintenance and electrical engineers and UK award-winning apprentices. The College are also supporting in bespoke training for skills and qualifications that are required of our staff including bespoke welding and abrasive wheel regs.”

Glen Wells, General Manager, St David's Assemblies

CAN'T FIND WHAT YOU'RE LOOKING FOR? GET IN TOUCH WITH US ON:

01437 753 320 | central@pembrokeshire.ac.uk

SUBSIDISED TRAINING

Our trained advisers are on-hand to ensure that you are made aware of any funded training opportunities that your business may be eligible for.

The funding available, and courses and companies that are eligible, change frequently, please check our website for the latest funding opportunities. Free, and or, subsidised courses, are currently available through apprenticeship funding and the Personal Learning Account.

Personal Learning Accounts

Your employees may be able to access funding via the Personal Learning Accounts to assist with:

- Supporting their skills development needs
- Enabling them to gain qualifications to meet current skills gaps
- Gaining qualifications within the priority sectors



APPRENTICESHIPS

Apprenticeships provide a cost effective way to build a talented workforce for the future. Through the apprenticeship programme you are able to up-skill both new and existing staff.

CONTACT US TO FIND OUT MORE:

01437 753 000 | wbladmin@pembrokeshire.ac.uk



Benefits of Apprenticeships

- » Fill your skills gaps
- » Funded through Welsh Government
- » Increased productivity
- » Develop a skilled and qualified workforce

FREE Apprenticeship Recruitment Service

Our Employment Bureau can work with you to help you recruit the right apprentice for your business.

Apprentices benefit from hands-on learning in the workplace, supported by specialist College training and expertise.

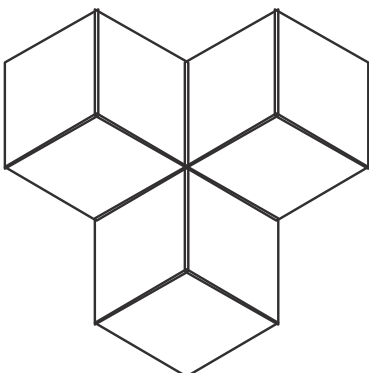
APPRENTICESHIP ROUTES AVAILABLE INCLUDE:

- | | | |
|---|--|---|
| <ul style="list-style-type: none"> » Advice & Guidance » Animal Management » Beauty Therapy » Brickwork » Business & Administration » Childcare » Clinical Health » Coaching & Mentoring » Construction » Customer Service » Education | <ul style="list-style-type: none"> » Electrical Installations » Engineering » Facilities Management » Food & Beverage Service » Food & Drink Engineering » Hairdressing & Barbering » Health & Social Care » Hospitality » Housekeeping » IT, Web & Telecoms » Kitchen Services | <ul style="list-style-type: none"> » Leadership & Management » Marine Engineering » Playwork » Plumbing » Port Operations » Supporting Teaching & Learning in Schools » Trowel Occupations » Vehicle Maintenance » Welding & Fabrication |
|---|--|---|

BESPOKE TRAINING

We believe one of our greatest assets is our ability to offer you a training solution that is specifically tailored to meet the needs of your business.

Whether you are looking to up-skill your employees with a specific skill, or you require a comprehensive training programme, your account manager will work with you to develop an in-house training solution tailored to your business.



ONLINE TRAINING

We know it's not always easy to release employees for training that's why we are developing more blended learning options alongside our LearnOnline provision.

Our LearnOnline courses can be accessed using a computer and internet connection from anywhere. LearnOnline allows your employees to work at their own pace, studying when they want and where they want, allowing them to fit studies around busy lifestyles.



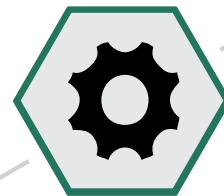
Cost Effective

Our LearnOnline courses can be one of the most cost effective ways to train your employees.



Learn at your own pace

Your employees can choose when and where they study



Business Training

LearnOnline has a great range of business training courses including:

- Accounting & Finance
- Compliance
- Customer Service
- Diversity
- Health & Safety
- Health & Social Care
- IT Training
- Project Management
- Staff Development & Management Training

Find out more: online.pembrokeshire.ac.uk

NO COST RECRUITMENT SERVICE

Pembrokeshire College's Employment and Enterprise Bureau aims to match the right candidate to the right position within your business. We support and prepare candidates with a wide variety of expertise and skills ready for you to recruit. With a full-time student pool of around 2,000 and some 4,000 part-time students, we have a large spectrum of skills and experience for you to recruit from.

Your staffing solution could be a phone call away.

BENEFITS TO YOUR BUSINESS:

- » We can arrange on-site visits to gain a better understanding of your business and your recruitment needs
- » We can arrange work experience placements to allow you to 'sample' prospective employees before going through the recruitment process
- » We can assist with workplace health and safety assessments for the work placements
- » We can arrange job trials

CALL THE TEAM TODAY...

Employment Bureau:

01437 753 377

recruit@pembrokeshire.ac.uk

WE CAN HELP WITH:

- » What to include in the job description
- » Advertising your vacancy to our students
- » Promoting your vacancies via social media
- » Holding bespoke recruitment events within the College
- » Short-listing candidates
- » Supporting with interview arrangements including utilising space in our offices for interviewing candidates
- » Offering advice on selecting the right candidate
- » Ongoing support once you've filled your vacancy



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EMPLOYMENT AND ENTERPRISE BUREAU



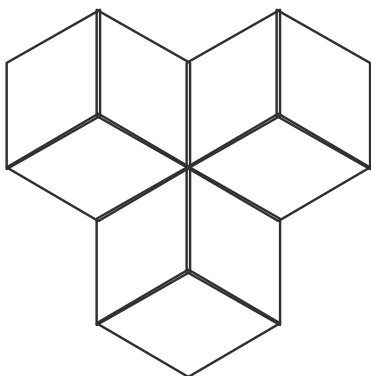
WORK PLACEMENTS

Help your business to grow.

At Pembrokeshire College we are committed to supporting our students to undertake work placements alongside their studies. To allow as many students as possible to benefit from work placements we are keen to work with both local and regional businesses who would like to access the skills and talents offered by Pembrokeshire College students studying on a vast array of academic and vocational programmes.

BENEFITS TO YOUR COMPANY

- » Work experience is a great recruitment strategy. Research shows young people are more likely to pursue a career in the field they have had work experience in, giving you a bigger pool of young talent to choose from.
- » Work experience can benefit your other employees by giving them the opportunity to mentor the trainee and show their own leadership skills.
- » Offering work experience opportunities doesn't cost you financially.
- » Work experience is good PR for your company - once word gets around that you offer an excellent work experience programme you will have the best young people wanting to work for you.
- » Young people bring a whole new energy and perspective to your business and give you an opportunity to tap into a younger market. You can benefit from the knowledge of youth particularly in terms of IT and social media.
- » Placements range from one day per week to block places allowing you to choose which best suits your business needs.



CALL THE TEAM TODAY...

Work Experience:

01437 753 137

workexperience@pembrokeshire.ac.uk



MEETING
IN PROGRESS

Venue Hire

From meeting rooms for two people to
a theatre for 220. The choice is yours!



We are able to offer a range of spaces for hire including a light and airy atrium, meeting rooms of various sizes, IT suites, the Merlin Theatre, dance studios and the Restaurant.

For those looking for a larger space we are also able to hire out the sports hall.

With on-site parking and a range of refreshment options, Pembrokeshire College represents a high-quality and convenient facility for meetings and conferences.

To enquire call: 01437 753 000

NG
RESS



CAMPUS 6 Fitness Suite & Sports Hall

Our state-of-the-art fitness suite offers corporate membership which includes one personal training session per month.

Prefer team sports?
The sports hall is also available to hire.

fitness@pembrokeshire.ac.uk
sportshall@pembrokeshire.ac.uk



Restaurant & Coffee Shop

At Pembrokeshire College we are pleased to be able to offer a fine dining experience in our Restaurant every Thursday evening (during term-time) while the Coffee Shop serves breakfast and light lunches daily from Monday to Friday.

The Restaurant is also open for lunch daily with a carvery every Friday.

restaurant@pembrokeshire.ac.uk
01437 753 165



Hairdressing & Beauty Salons

Our commercial salons are open to the public and offer a wide range of high quality hair, beauty and complementary therapy services at excellent prices.

Appointments are available during the day and on some evenings. Both males and females are welcome.

Special arrangements can be made for group bookings and for 'Pamper' events which can be held throughout the academic year.

salons@pembrokeshire.ac.uk
01437 753 164



Looking for something different?

Enquire about our corporate training/away days. Combine training with fitness sessions, a relaxing massage and lunch in the restaurant.

BENEFIT MIND, BODY AND SOUL

BUSINESS & ADMINISTRATION



All our business courses are designed to reflect the current and future needs of employers.

Our courses range from short courses aimed at meeting specific skills gaps to longer courses aimed at developing a range of transferable business skills.

Some of our courses are also eligible for PLA funding helping to reduce the cost of up-skilling your employees.

We are also able to offer a broad range of online courses which bring added flexibility when looking to upskill your employees.

COURSES INCLUDE:

- » Accounting Technicians
- » Bookkeeping
- » Business & Administration
- » Customer Service
- » Diversity
- » Event Management
- » IOSH Managing Occupational Health & Wellbeing
- » Project Management
- » Welsh in the Workplace

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
GET IN TOUCH WITH US ON:**

01437 753 320 | central@pembrokeshire.ac.uk

CHILDCARE



Our team of experienced childcare trainers and assessors have an established reputation for delivering high quality mandatory and accredited training.

We work alongside nurseries and childcare settings across Pembrokeshire, Carmarthenshire and Ceredigion to build effective partnerships which ensure that the qualifications we deliver lead to tangible service improvements.

Our programmes can help you to up-skill existing team members or to attract new talent to your business.

Our team understand the challenges facing the sector and can show you how a skilled and dynamic workforce can help your business to remain competitive.

CAN'T FIND WHAT YOU'RE LOOKING FOR? GET IN TOUCH WITH US ON:

01437 753 320 | central@pembrokeshire.ac.uk

COURSES INCLUDE:

- » Children & Young People
- » Children's Care, Play, Learning & Development
- » Children's Care, Learning & Development (Management)
- » Food safety Level 2
- » Leadership for Childcare
- » Leadership for Children's Care, Learning & Development
- » Paediatric First Aid
- » Playwork
- » Supporting Teaching & Learning in Schools

CONSTRUCTION AND HEALTH & SAFETY



Central Training, in conjunction with our experienced Construction Centre lecturers and trainers, are able to offer a range of courses to up-skill your employees with many courses being delivered both at the college site or on your own premises.

With training forming an essential part of the construction industry our programmes aim to ensure that you remain up-to-date with current legislation and that your employees are highly skilled in their field giving you a tangible advantage in this competitive sector.

Meanwhile, our health and safety courses will ensure that your employees have knowledge of safe working practices helping to reduce the number of avoidable incidents and protecting the reputation of your business.

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
GET IN TOUCH WITH US ON:**

01437 753 320 | central@pembrokeshire.ac.uk

COURSES INCLUDE:

- » 2D CAD
- » Ground Source & Air Systems
- » IEMA Foundation Certificate
- » IOSH Managing Occupational Health & Wellbeing
- » IOSH Managing Safely
- » Manual Handling
- » NEBOSH - NGC & Construction
- » Process Safety
- » Solar Thermal
- » NVQs in: Bench Joinery
| Bricklaying | Painting &
Decorating | Plastering |
Plumbing & Heating | Site
Carpentry
- » HNC/HND Construction Mgt

ENGINEERING



Pembrokeshire College has an established reputation for delivering high quality engineering courses.

We are committed to supporting companies to meet not only their statutory training obligations but also to help them to upskill their workforce allowing them to meet their growth targets.

We know that to help your business to grow we can't stand still. To show our commitment to your business we are continually investing in machinery and equipment to meet the demands of the various engineering sectors.

As well as 'off the shelf' courses we are also able to offer bespoke training programmes designed to exactly match your business needs including blended learning for some courses.

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
GET IN TOUCH WITH US ON:**

01437 753 320 | central@pembrokeshire.ac.uk

COURSES INCLUDE:

- » 2D CAD
- » Apprenticeships
- » Coded Welding
- » Electrical Installation
- » Engineering Drawing
- » Wiring Regulations
- » Marine Engineering
- » Quality Control
- » Technical Services

HNCs in:

- » Electrical/Electronic
- » Instrumentation
- » Mechanical Engineering
- » Process Operations

ENVIRONMENTAL



The protection of our environment has become one of the top priorities globally, with companies both large and small now exploring the ways in which they can make their business more environmentally sustainable as we look to protect our planet's natural resources.

We offer a range of Institute of Environmental Management and Assessment (IEMA) courses that are designed to provide environmental practitioners with the knowledge, skills and tools needed to help them to set their organisation on the path to becoming more sustainable through enhanced environmental performance that delivers real business benefit.

IEMA is at the centre of the sustainability agenda and is the leading international membership organisation for those involved in the environmental profession.

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
GET IN TOUCH WITH US ON:**

01437 753 320 | central@pembrokeshire.ac.uk

COURSES INCLUDE:

- » IEMA Certificate in Environmental Management
- » IEMA Environmental Sustainability Skills for Managers
- » IEMA Environmental Sustainability Skills for the Workforce
- » IEMA Foundation Certificate in Environmental Management
- » IEMA Pathways to Net Zero (Virtual)
- » NEBOSH Environmental Management Certificate

IT, WEB & TELECOMS



The IT sector is rapidly changing providing constant challenges for businesses who need to keep abreast of developments.

At Pembrokeshire College we offer a diverse range of short courses aimed of giving you an insight into developments and building the knowledge of your employees to help you to keep up with technological advancements.

Our longer HNC Computing programme is accredited by the University of Wales Trinity Saint David and is designed to equip your employees with the skills needed for complete system management of your IT services including software development and the installation of IT networks.

COURSES INCLUDE:

- » Cyber Security
- » Digital Marketing
- » GDPR
- » Graphic Design
- » Rapid Prototyping for Small Businesses
- » Social Media
- » Web Design
- » HNC Applied Computing

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
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01437 753 320 | central@pembrokeshire.ac.uk

HEALTH & SOCIAL CARE



As one of the largest employment sectors across Pembrokeshire, Carmarthenshire and Ceredigion, the training and up-skilling of employees is of paramount importance to ensure that the services you are offering are of the highest quality and that your employees remain loyal to your business.

The team at Central Training have many years of experience in the health and social care sector and are able to offer a wide range of accredited and bespoke training programmes exactly matched to your business needs.

You will be allocated an Account Manager who will work with you to identify your training requirements and the most cost effective way of delivering the training you require for your employees.

COURSES INCLUDE:

- » Administration of Medications
- » All Wales Induction
Framework for Health &
Social Care
- » Dementia
- » First Aid
- » Health & Social Care - Adult
- » Health & Social Care -
Children & Young People
- » Moving & Positioning

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
GET IN TOUCH WITH US ON:**

01437 753 320 | central@pembrokeshire.ac.uk

HOSPITALITY & CATERING



Operating 365 days a year, it can be notoriously difficult to recruit and retain staff in the hospitality industry.

Through the right training your business can benefit from improved employee motivation and productivity leading to better staff retention and business growth.

With the need to provide customers with a great experience from start to finish, Central Training is able to offer a range of short and part-time training programmes for both front of house and back of house staff that can lead to a tangible return on investment from activities such as repeat business and the up-selling of products and services..

COURSES INCLUDE:

- » Customer Service
- » Barista Training
- » Event Management
- » First Aid
- » Food Allergen Awareness
- » Food & Beverage Service
- » Food Safety
- » HACCP
- » Hospitality Supervision
- » Kitchen Services
- » Personal Licence Holder
- » Professional Cookery

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
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01437 753 320 | central@pembrokeshire.ac.uk

LEADERSHIP & MANAGEMENT



Our range of leadership and management programmes are aimed at equipping your managers with the skills needed to improve the productivity and morale of their teams as well as looking at ways of lowering costs and improving staff retention.

Training your managers can be one of the most effective ways of bringing about change within your business. Within many organisations managers work their way up through the business which equips them with an invaluable knowledge of how your organisation works but doesn't always equip them with the people management or project management skills that your business would really benefit from.

Our courses aim to fill this gap making your managers as effective as possible and giving them increased confidence in their roles and responsibilities as managers.

COURSES INCLUDE:

- » IEMA Foundation Certificate
- » ILM
- » IOSH Managing Occupational Health & Wellbeing
- » Leadership & Management
- » Performance Management for Business
- » Agile Project Management
- » IOSH
- » NEBOSH

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
GET IN TOUCH WITH US ON:**

01437 753 320 | central@pembrokeshire.ac.uk

THE ENERGY CENTRE



The purpose built Energy Centre on the Haverfordwest campus provides gas, oil and water training, accredited assessment and live renewables installation and servicing facilities.

Run by specialist staff, the Energy Centre offers a one-stop shop for the training of plumbing and heating engineers and businesses throughout Wales.

The Centre offers a full complement of energy courses including OFTEC Oil and ACS Gas training and assessment as well as plumbing and renewable courses aiming to support those working toward MCS accreditation. The Centre also offers BPEC Managed Learning Programmes for new entrants to Domestic Gas Engineering.

Courses are run on demand and can be specifically tailored to your organisation.

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
GET IN TOUCH WITH US ON:**

01437 753 320 | central@pembrokeshire.ac.uk

COURSES INCLUDE:

- » ACS Gas Refresher Training
- » Air & Ground Source Heat Pumps
- » Central/Water Heating Assessment
- » Domestic Gas Courses
- » Fire Sprinkler Installation & Maintenance
- » Gas Training (refresher & new entrant)
- » OFTEC Courses
- » Safe Isolation of Electrical Installations
- » Solar Thermal Hot Water
- » Unvented Hot Water
- » Water Regulations



COLEG Sir Benfro
Pembroke College



CONTACTUS



central@pembrokeshire.ac.uk



Merlins Bridge, Haverfordwest,
SA61 1SZ



01437 753 320

CENTRAL TRAINING



@Pembrokeshire College