



SEE: Skills for Education & Employment

The Skills for Education and Employment (SEE) program equips job seekers with the skills they need to move into work or further study. MTC Australia delivers flexible training in English language, literacy, numeracy and computer skills, and supports job seekers to identify and work towards their own career goals. We are one of the largest and most respected SEE providers in Australia.

Participants receive up to 650 hours of training at one of our 15 sites across Sydney. They can also undertake work experience and attend workplace excursions. At the end of the program, participants may be eligible to receive one of the following qualifications:

- **FSK20113** Certificate II in Skills for Work and Vocational Pathways
- **22259VIC** Course in English as an Additional Language
- **22234VIC** Course in Initial General Education for Adults
- **22235VIC** Certificate I in General Education for Adults (Introductory)

Participants can also choose to our Pre-employment Computer Literacy course, which is suitable for people from English and non-English speaking backgrounds.

The SEE program delivered through MTC Australia provides training in English language, literacy, numeracy and computer skills, supporting job seekers to become job ready.

Who is it For?

To be eligible for SEE, you need to be:

- Aged 15–64
- Registered as a jobseeker with Centrelink and a jobactive or Disability Employment Services provider
- An Australian citizen, permanent resident or have working rights in Australia

Key Benefits of SEE at MTC

► Tailored learning

We work with participants to develop an Individual Training Plan detailing their work or study goals and required skills. Participants can study at a location and time that suits them best. Our Curriculum Team can also contextualise courses to meet your client cohort's specific needs.





How to Refer

To refer an eligible client to the SEE program at MTC Australia, please call us on **1300 981 901** to book in your client for a Pre-Training Assessment. Once the appointment is made, please create an electronic referral in your system and give your client an MTC Referral Appointment Card to bring to the assessment.

▶ Client progress and attendance

We will provide you with weekly attendance reports with a detailed summary of your client's participation in the program. In addition, our Centre Managers and dedicated Customer Service team are on call to assist with any queries you may have in regard to your client's attendance, participation and progress.

▶ Stakeholder engagement

Upon request, MTC Australia can conduct information sessions for you and your staff which outlines benefits of the SEE program and the referral procedure on your relevant system e.g. ESS.

▶ Quality training and assessment

Our qualified SEE trainers provide engaging and relevant training sessions to job seekers to help ensure they can meet employer needs and expectations.

▶ Respect

MTC Australia celebrates the things that make us all unique and aims to make clients feel welcome, safe and supported.

▶ Proven results

Since 2001, we have delivered training to more than 17,000 people across NSW, empowering them to unlock their potential and create new career and life opportunities.

About MTC Australia

MTC Australia is a thriving social enterprise that provides pathways for people of all backgrounds and life stages to create new life opportunities. We offer high impact employment, learning and youth programs delivered from more than 20 locations across NSW. As a social enterprise, we reinvest surplus into innovative social impact initiatives that support and empower at-risk Australians.

MTC helps more than 20,000 people every year to build self-worth, gain skills for employment and entrepreneurship, and enable possibilities for transformative change.



Australian Government

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NATIONALLY RECOGNISED TRAINING

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