

# Skills and Training



## Grow your own star employee!

### Worker Ready Business Series

#### Course Content

This series of workshops is designed to support businesses to ensure best practice recruitment, selection, induction and onboarding.

This program will provide businesses with the following benefits:

- Streamlined recruitment processes including targeted recruitment advertising
- Reduced costs associated with recruitment and selection
- Minimise the likelihood of selecting the wrong person
- Transitioning the new employee to fully productive member of the team in the shortest possible time
- Increase engagement of existing workforce
- Create and maintain a positive workplace environment
- Reduce staff turnover
- Increase capacity and capability of entire workforce

#### Who should attend?

This workshop is ideal for any business looking to recruit new employees but is unsure of their needs and expectations.

### Workshop 1: Recruitment Ready

Addressing the gap: what does your business need? Are you looking to recruit new employees? What are you looking for in a potential employee? Do you need help to identify the job role and tasks?

- Find the best way to recruit the right person.
- Successfully recruit great staff
- Learn how to deal with compliances
- Work experience/placements – what is the purpose? How do you showcase your industry/employer?

#### Delivery Information

Duration: 3 hours

#### Investment

Workshops can be attended individually or you may like to subscribe to the entire suite. Discounts available for subscription and early bird enrolments:

Per workshop:

\$295 TCCI member  
\$400 non member

Full series (4 workshops):

\$999 TCCI member  
\$1350 non member

Visit [TCCI Training Calendar](#) for dates