



DIVERSECITY

SKILLS TRAINING CENTRE



Essential Skills (Skills for Success)

Getting you ready for the workforce!

Essential skills are the skills that people need for work, learning and life. These skills for success include reading, document use, numeracy, writing and more. They form the foundation for learning new skills and achieving success in the workplace and community.

Course Information	
Training time	4 days / 24 hours
Fee	\$450*
Upcoming course dates	See our Course Schedule at dcrs.ca/STC
Delivery options	<ol style="list-style-type: none"> 1. Online training via Zoom 2. Off-site training at WorkBC and other locations 3. (ON HOLD) Classes at DIVERSECITY Community Campus (13455 76 Avenue, Surrey, BC)

*Subsidies may be available through WorkBC.

Course Outcomes

- Improve your daily and workplace reading skills in letters, books, memos, regulations, charts and more.
- Learn to produce effective documents, with words, numbers, icons and other visual characteristics.
- Improve your writing skills for the workplace. Learn to organize and record information. Write to inform, persuade, request information or to compare.
- Use numeracy skills to think in quantitative terms to make calculations, do budgeting, take measurements and analyse data.



Find our Course Schedule and descriptions of all our courses at dcrs.ca/STC.

REGISTER

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dcrs.ca/STC