

If you're looking for a job or career, here's some good advice

If you're looking for a job, want help choosing a career or just need a hand to get you moving in the right direction, Next Step can help.

Next Step advisers can help you to identify the job or career that's right for you and then work with you to plan how to get there. You can speak to a Next Step adviser over the telephone or face-to-face. There is also a website at www.direct.gov.uk/nextstep

Next Step can help you:

- Assess your skills
- With advice on how to get back to work
- Plan how to get a job including developing your CV
- Develop interview skills
- Find out what to do about childcare

We can develop a skills action plan to help you reach your goal and provide help and support along the way.

Want to get new skills or do some training?

- Search for a suitable course online or with the help of a Next Step adviser
- Find learning and training that is right for you
- We can help to find funding for your course if you are eligible

We can also help you register with Next Step, where you can store information on your skills development, careers and a CV in one easy to access secure online space.

If you'd like to speak to one of our Next Step advisers, call us free on 0800 100 900 or talk to your Jobcentre Plus adviser.

If you call from a mobile, charges may apply. Lines are open 7 days a week, 8am-10pm. Or visit www.direct.gov.uk/nextstep

Bi-lingual advisers are available in the following languages: Sylheti, Farsi, French, Gujarati, Polish, Punjabi, Somali and Urdu.