

CraigOwl Communities

Who we are and what we offer

- ◆ CraigOwl is a company limited by guarantee with charitable status established in 2002.
- ◆ The activities we are involved in are many and various:
- ◆ Learning centres around Dundee where you can learn IT skills and get help with reading, spelling and number problems – as well as having fun and meeting people.
- ◆ Projects to help you to gain confidence, get your life sorted out and get into work.
- ◆ Learndirect Centres where you can use your Individual Learning Account (ILA) and achieve ECDL, Food Hygiene and other qualifications.
- ◆ Staff to listen to you and help to contact others who can offer support for problems.
- ◆ Opportunities for occupational skills in Retail and Hospitality, work placements and help to get into jobs where you can build your career.
- ◆ Learning opportunities in a friendly relaxed setting where you will gain confidence, meet other people and enjoy yourself.

Gain confidence
Set your own goals
Gain new skills
Gain qualifications
Try work experience
Cope with interviews
We can help you
Get the right job for you
You can do it



CraigOwl Communities is a Company Limited by Guarantee
with Charitable Status (No SC 033121)

To find out more
Contact
Ian, Mandy or Tracy
Telephone
(01382) 205205 / 201111



Open Doors

Working in the
hospitality sector



In hospitality you could do anything

Kitchen / Food preparation

- Kitchen assistant
- Cook
- Chef



Café / Restaurant

- Waiter / Waitress
- Barman
- Cashier
- Restaurant Manager



Accommodation

- Chambermaid
- Cleaner
- Housekeeper
- Facilities Manager



Front of House

- Receptionist
- Sales assistant
- Doorman / Porter



Office

- Bookings clerk
- Accounts clerk



In hospitality you could work anywhere

Hotel / Café / Tourist Office / Bar / Theatre / Guest House / Restaurant / Care Home / School Kitchen / Factory Canteen / Cinema / Tourist attraction / Sandwich Bar / Conference Centre / Leisure Centre

Open Doors Work in a lively environment

Skills for the job you want

- Confidence
- Assertiveness
- Customer service
- Food preparation
- Food and drink service



Learning in an informal setting

- Learn in CraigOwl's friendly learning centre
- Make new friends doing similar things
- Tailor your own course for the skills you need to learn for the job you want to do



Qualifications to get you started

- Customer Service VQ
- Elementary Food Hygiene
- Elementary Health & Safety
- eCitizen
- ECDL modules
- Learning clusters



Work experience

- Gain work experience in a choice of occupational area
- Visit different work environments



Kick start your career Enjoy life in Hospitality

- You live in Dundee
- You are not working at the moment
- You'd like to work in hospitality
- You aren't sure where to start
- You'd like to have a go
- You need confidence
- You need skills and qualifications
- You need to try some work experience
- You wonder if you could handle a job
- You need some help and support

Come and find out more !!!

Don't hang about
Just Do It!

develop new skills... gain useful qualifications ... Get back to work in the job you want .. Find plenty of scope for flexible working ...

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Information sessions every Wednesday