



<b>Job Title:</b>	Basic Skills Tutor
<b>Work Place/Region:</b>	Pembroke Dock
<b>Job Description:</b>	<p>Experience in delivering Basic Skills essential.</p> <p>Qualification in delivering Basic Skills Literacy &amp; Numeracy Level 3 essential.</p> <p>To ensure learners are supported in Basic Skills and Key Skills delivery and achievement.</p> <p>Ensure that learners have the information, support and experience to enable them to fulfill their Individual Training Plan and that all training and services provided meet the identified needs of the customer.</p> <p>Review and Assessment of candidates on a regular basis.</p> <p>Advising candidate on potential progression opportunities.</p> <p>Provide support to Learners in the achievement of their agreed outcomes.</p> <p>Effective day-to-day running of Basic Skills. Delivery of Basic Skills training.</p> <p>Provide a support role to other programmes where the need is identified.</p> <p>Design and delivery of training, to include underpinning knowledge, Basic Skills and Key Skills as required.</p> <p>Completing reports and monitoring data as requested.</p>
<b>Closing Date:</b>	