

Coventry & Warwickshire Employer of Choice Awards



To publicly recognise organisations that are developing good employment practices and to celebrate employers achievement in the development of work life balance this is the first year that Coventry City Council have been working in partnership with Warwickshire County Council to host the Coventry and Warwickshire Employer of Choice Awards 2008, which took place on Thursday December 4th at the Dunchurch Park Hotel.

The awards reward all sizes of businesses in Coventry and Warwickshire – from small companies right up to large blue chip organisations.

Previous winners of the Warwickshire Employer of Choice Awards have found themselves to be in an excellent position where they

are regarded as a top employer in the county. This mirrors itself in happy and dedicated existing staff as well as new employees seeking to work for the business.

Clare McKenzie, Business Manager for Charterhouse Training was asked to be a judge representing the Coventry area. She said, "I was delighted to be asked to judge this competition. The standard of the finalists was extremely high and decisions were difficult to make. Congratulations to all the winners, they deserve their success."

And the winners are:
Winner of Employer of Choice Award 2008 in the Small Employer Category is Hair Management Salon Group, Warwick

Winner of the Employer of Choice Award 2008 in the Medium Employer Category is Warwickshire Association of Youth Clubs

Winner of the Employer of Choice Awards 2008 Large Employer Category is ConocoPhillips Ltd, Warwick

Winner of the Employer of Choice Awards 2008 in the Corporate Employer Category is Coventry Building Society

Highly Commended Awards were presented to:
Hinckley Road Nursery, Alumet Systems (UK) Ltd, Axa UK and MIRA Ltd.

If you are interested in finding out more about "Coventry & Warwickshire Employer of Choice Awards" please contact Merle Bayliss, Warwickshire County Council on 01926 412 738.



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NVQ

Achievements

Charterhouse
FAREWELL

Defensive
Management

Groundwork

FIRE SAFETY

CONSTRUCTION
HEALTH &
SAFETY

Charterhouse
Welcomes new
Business
Manager



Feature COURSE

Look out for our full range of Business Skills courses on the enclosed schedule.

NVQ ACHIEVEMENT CELEBRATIONS



NVQ Achievement Celebrations with the Coventry & Warwickshire Partnership NHS Trust

Charterhouse and Coventry & Warwickshire Partnership NHS Trust honoured their NVQ achievers at a ceremony at the Caludon Centre, Walsgrave Hospital this week. Twenty-two candidates across the support services and clinical settings received their certificates and words of praise from Chief Executive Sandy Taylor who himself had begun his career at the first level said, "Congratulations to all the candidates. You have all made significant achievements and should be proud of yourselves for this and the work that you do for the Trust."

Amongst the achievers was Kulwinder Sanghera of the Support Services section in the Loxley Unit who also received one of three special prizes from Charterhouse Training for her efforts in achieving her Support Service Assistant NVQ Level 2. She said, "I really enjoyed the NVQ. It has really helped me with the job that I do and given me more confidence."



I would certainly consider doing another qualification in the future."

Raman Gurnani, Training Manager and colleagues have been working with Charterhouse Training for over a year to develop a training offer including NVQs in Business Administration, Customer Service, Support Services and Health and Social Care and bespoke management training programmes. Raman said, "We have a good relationship with Charterhouse Training which we have built up over the last year. We are very happy with the service we have received and look forward to working together with our new tranche of candidates."

If you are interested in finding out further details about the NVQs on offer from Charterhouse Training or any other training opportunities please contact **Clare McKenzie** on (024) 7679 1546.

FeatureCOURSE

**1-1 Coaching Skills
12th & 13th January
1-2 Speaking and Presenting with Impact
25th and 26th January.**

Charterhouse Training Bid Farewell to a Long Valued Customer

Bryan Sayers, Training and Development Specialist-Europe for Timken has been working with Charterhouse Training for over ten years.

During this time Bryan has put his employers on a number of courses through Charterhouse's open programme in areas such as professional telephone techniques, team leading and motivating the team, IOSH courses, manual handling, bespoke project management, presentation skills incorporating overseas associates and IT training relevant for their business needs. Courses have been undertaken both on Timken premises and at Charterhouse's training facility on the London Road, in Coventry.

Timken has been manufacturing products for many industries for over one hundred years. Having fully trained and competent staff is paramount to their operation.

Bryan who will shortly retire from Timken said, "The standard of the courses are very good. The bespoke IT training saved us so much time. We were able to teach staff short cuts and a more in depth understanding of the applications. The trainer, Phil Leavesley is extremely skilled and patient with learners of all standards."

"Charterhouse is extremely flexible in putting on the right courses either directly from their portfolio or sitting down and working through a bespoke solution. I will certainly be recommending their continued service to my successor."

All the staff at Charterhouse would like to wish Bryan well on his retirement and thank him for all his support and business over the last decade.



FeatureCOURSE

Look out for our full range of IT courses in our open programme on the enclosed schedule.

Dates for the Diary

Business Breakfasts

**Benchmark your Managers – Friday
20th March 09**

**Charterhouse Business Summer Fete – Friday
10th July 09**

CMI Management Training with Groundwork



Around seven years ago Hazel Langley Acting Head of HR Services for Groundwork began working with Charterhouse Training in her role at another company. When she moved to Groundwork (3 years ago) she maintained the contact as she had always been happy with the training she had been provided with.

Groundwork supports communities in need working with partners to help improve the quality of people's lives, their prospects and potential and the places where they live, work and play. They do this by delivering projects and programmes, managing contracts and delivery services.

Hazel said, "I contacted Charterhouse to see if they could help us out of a difficult situation. We weren't getting what we wanted from our existing training provider and needed to act quickly to rectify this and bring the training back on track for our employees.

I was impressed with the way that Charterhouse turned things round. Their Trainer spent a lot of time with the Directors in order to understand the business and internal procedures and processes so the training was relevant for our staff.

With our previous provider I had spent a long time chasing them and we found the customising of the management programmes hadn't been undertaken properly. The smoothness with which Charterhouse created our new programmes was impressive. They were quick but also very thorough.

Groundwork have had good feedback from the employees who attended the courses put on in conjunction with Charterhouse Training which are delivered on their business premises in a number of different regional locations. They continue to work with Charterhouse on a variety of training and development programmes. For example they have recently commenced four Introductory Certificates in Management and some executive change management training."

NEBOSH Fire Safety Course is a must for Business

The NEBOSH Fire Safety and Risk Management Certificate is a qualification for those with fire responsibilities in the work place. It was launched in 2005 and is already established as a popular global qualification.

It is particularly important given that there were 40,000 work related fires in the UK in the last year, of those 25% never re-opened for business. This course starting in March is a must for Managers and Supervisory staff who need to ensure that their organisation meets its responsibilities under fire safety legislation. The course aims to equip holders to carry out fire risk assessments of most low risk workplaces and identify the range of fire protective and

preventative measures required. It is therefore also suitable for people moving into fire safety adviser roles. Alex Daw, who teaches on the course said, "This course re-iterates the dangers of being complacent with electrical and ignition items, which are the main causes of fires in companies."

Alex Daw himself a Fire Fighter with fourteen years experience working for the West Midlands Fire Service teaches on the course with Health and Safety trainer Bill Court.

"This course highlights fire safety legislation and how it impacts on companies and how this applies to the fire risk assessment regulatory reform fire safety order 2005."



Feature COURSE

Don't miss out on the 'must do' course

NEBOSH Fire Safety starts on 18th March 2009, check out the enclosed schedule for further details.

FOR MORE INFORMATION PLEASE VISIT

<http://employers.covcollege.ac.uk> TELEPHONE **024 7679 1700** OR EMAIL employers@covcollege.ac.uk

NEBOSH Essential Health & Safety for the Construction Industry

Feature COURSE

Make sure your site is safe. Book Now on the NEBOSH National Construction Certificate. See enclosed schedule for further details.



The NEBOSH National Certificate in Construction Health and Safety is established as a leading health and safety award for the construction industry.

There were 77 fatal injuries to workers in construction in 2006-07 an increase of 28% on the previous year.

The NEBOSH National Construction Certificate is aimed at Supervisors, Managers and CDM Co-ordinators within the construction industry who are required to ensure that activities under their control are undertaken safely.

Many larger construction organisations choose the NEBOSH National Construction Certificate as a key part of their supervisory or management development programme. By ensuring that line managers have a sound understanding of the principles of risk management they build an effective safety culture in the company.

Owners or managers of smaller consultancy companies will find this qualification helps them to meet the requirements of clients and principal contractors when working on other people's premises or sites.

The unitised qualification structure enables candidates and employers to arrange training around the needs of the business.

Paul White of Regional Civil Engineering is a Health and Safety Advisor who has recently undertaken the NEBOSH National Construction Certificate with Charterhouse Training. He said, "It has given me a better understanding of the health and safety requirements of the construction industry. It also gives you a good insight into the legal requirements of managing a construction site."



Funded Training for Local Businesses

Defensive Management Techniques for Directors 13th and 20th March 2009

Day 1: Explore techniques on how to identify possible business opportunities or threats and respond to achieve sustainability.

Day 2: Ways to ensure your finances are working **for** you.

An innovative new programme aimed at helping Directors make a difference.

The delegate fee for this programme is £500.00 and in most cases organisations employing 5 – 249 employees can get this fully funded by Business Link.

For further details please call Clare McKenzie on 024 7679 1546

Charterhouse Training Welcomes a new Business Manager

Sam Fraser joined the team at Charterhouse Training as Business Manager this November. She can boast many years sales experience in the Recruitment sector where she was responsible for setting up two recruitment operations in Scotland as well as five years experience as Property Sales Manager for the Coventry Telegraph.

Sam who hails from Glasgow but has lived in Coventry for twenty three years said, "I am delighted to have joined the team. I am looking forward to extending my portfolio of clients and working particularly in the areas of I.T. and Business Skills training."



All courses can be developed and delivered to individual company requirements. A comprehensive range of funded on site NVQs are available – further information on request.

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