

More than packing and lifting...

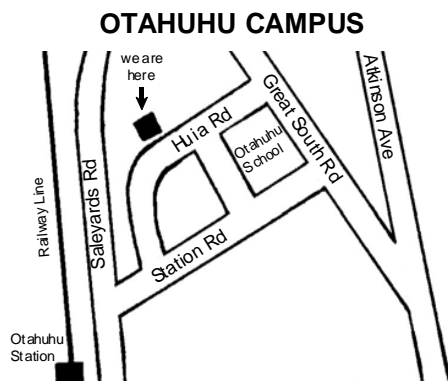
If this programme isn't for you, we have other practical hands-on learning programmes that may be suited to you and your needs. Other programmes include:

- Hospitality
- Support of the older person
- Sport Level 2
- Construction Skills
- Painting & Decorating
- Business Administration

Give us a call to find out how we can help get you working.

You'll find us here:

51 Huia Road, Otahuhu, Auckland



Directory

Christchurch	387 Manchester Street, Christchurch PO Box 21-199, Christchurch Ph (03) 366 3489 Fax (03) 366 7934 Email info@chch.academy.ac.nz
North Shore	7 Argus Place, Northcote, Auckland PO Box 101-579, NSMC, Auckland Ph (09) 443 7640 Fax (09) 443 7650 Email info@aknorth.academy.ac.nz
Otahuhu	51 Huia Road, Otahuhu, Auckland PO Box 22-871, Otahuhu, Auckland Ph (09) 276 0576 Fax (09) 276 0570 Email info@manukau.academy.ac.nz
Website	www.academy.ac.nz

Eligibility

Our Training Opportunities courses are government funded through the Tertiary Education Commission, so there is no cost to you. You may also receive a travel allowance to cover your costs of getting to and from the course.

There are eligibility criteria for the training. For our adult programmes you must be registered with WINZ and be genuinely wanting to work.

For more details, or to find out if you are eligible, either give us a call at the Otahuhu Academy on 09 276 0576, or talk to your Case Manager at WINZ

Academy New Zealand is registered as a Private Training Establishment by the New Zealand Qualifications Authority pursuant to the 1990 Education Amendment Act.



Warehousing & Distribution

HANDS-ON LEARNING THAT GETS YOU EARNING



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Introduction

If you're totally committed to gaining employment, then we're totally committed to helping you!

We'll do more than teach you how to drive a forklift - we'll also sit down with you to determine the skills and attitudes you need to get working!



The Warehousing & Distribution programme offers skills, knowledge and a sound common-sense approach to working within this industry.

It is ideal for people wishing to enter the warehousing, distribution, packaging and stock control sector of the job market.

The programme includes

- Warehouse safety and housekeeping practices
- Inventory receipt, storage, handling, dispatch and tracking
- Packing and packaging
- Manual and computerized systems for stock control
- Stocktaking and loss prevention
- In-store fork hoist operations including OSH Safety Certificate in Fork Hoist Operations
- Goods and hazardous goods handling
- Heavy transport theory
- Personal development to further enhance your skills for the workplace. You'll be able to develop essential attributes such as personal presentation, cultural and community awareness, time keeping, team work, dealing with stress and communicating in a working environment

All programmes offer

- Practical hands-on training
- CV preparation or updating
- Work experience
- Career planning and job search
- Drivers licence assistance
- Literacy and numeracy tuition
- NZQA units and/or qualifications

It's all about getting jobs

It is vitally important that your reason for training with us is to get a job and that you are prepared to do what it takes to get that job!

Throughout this programme, you will be shown the skills needed to find employment successfully. This support is continued following the programme, with help finding employment or the appropriate next education programme to further your career.

As a part of your training, you will be placed into the industry for work experience. Many gain employment from this work experience.

What you could achieve

The Academy assists every trainee to set learning goals and plan steps towards achieving employment.

All the skills gained from this programme are recorded with the New Zealand Qualifications Authority and you'll receive the NZQA Record of Learning alongside the Academy New Zealand Record of Achievement. These achievements remain with you forever and can be added to at any time.

