



NALA

National Adult Literacy Agency
Áisíneacht Náisiúnta Litearthachta do Aosaiqh

Sometimes it's
the little everyday
things in life that
can become the
biggest problem .

Word Processing Specialist
Our client is seeking a talented and
experienced Word Processing
Specialist to join their team for a
short-term project. a stron
background in computer progra
general. 15/H

EDUCATIO

TUTORS NEEDED
We are looking for: h
motivated and dynam
have strong
state

Need to get a
basic qualification?

Would you like to get a qualification?

Improve your career prospects

Develop and learn new computer skills

Be more confident about your education

Work towards a qualification or get a qualification for what you already know

Yes? Call us.
1800 20 20 65
It's free.

Benefits of learning

By returning to education you will:

- Have more opportunities to learn new skills
- Adapt better to new technology and changes in the workplace
- Be more confident in yourself
- Find it easier to do everyday things like maths
- Be able to get a formal qualification
- Get your current skills recognised (for example, if you are good at maths you can do an assessment online and get an award for what you know)

**Studies
have
shown**

that people with formal qualifications get better paid jobs. So why not give yourself the best chance and start learning today.

There are lots of options

You can:

- Study online by yourself on www.writeon.ie
- Work with a tutor over the phone on our Distance Learning Service
- Learn in your local ETB Adult Education Centre

Or you can do a combination of these to suit your lifestyle.



Everything is free

You decide what, where and when you want to learn.



**Call today
for a chat**

"I always wanted to get a qualification but I didn't have the time to go back to a night class. NALA's website www.writeon.ie allowed me to get a national qualification in my own time. I can't believe how much I've learned and it's given me the confidence to do more."

What to do next?

Join thousands of people in Ireland today improving their skills and getting a national qualification.

If you would like information about any of the options in this leaflet:



Ring NALA on 1800 20 20 65 or



Freetext 'LEARN' to 50050.

One of our friendly operators would be happy to talk to you.



Or log onto our website www.writeon.ie and start learning today.