

# OTC E-News Issue 3



[www.otctraining.co.uk](http://www.otctraining.co.uk)

[info@otctraining.co.uk](mailto:info@otctraining.co.uk)

0161 624 5360

## A few words from Kath Soliman, our C.E.O

Staff at OTC recently suggested we introduce an 'Apprentice of the Month' award. Our first award winner had been recognised by our teaching staff as being a really good role model to others. Mohammed Mahmood of Crane Payment Innovations showed commitment to his craft but also displayed very important key basic skills; time keeping, attendance, cleaning up his work area after use and following instruction from his tutors.

Mo's employers, CPI, were extremely pleased that he had received this award along with gift vouchers and a certificate.

Young people do need good mentors and role models to set examples. OTC pride ourselves with staff who really do care and support apprentices throughout their learning journey. We will continue to instill these valuable key skills into our apprentices – they matter!

*Mo collecting his certificate from Brian Yeldon,  
Engineering Tutor at OTC*



## Short Courses Now Available to book for August and September!

### Health and Safety

- CCNSG 4<sup>th</sup> and 5<sup>th</sup> August
- Emergency First Aid 11<sup>th</sup> August
- First Aid Refresher 23<sup>rd</sup>, 24<sup>th</sup> August
- CCNSG Refresher 26<sup>th</sup> August
- First Aid at Work 1<sup>st</sup>, 8<sup>th</sup>, 15<sup>th</sup> Sept
- IOSH 6<sup>th</sup>, 7<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup> Sept
- H&S in the Workplace 8<sup>th</sup> Sept
- Abrasive Wheels 9<sup>th</sup> Sept
- PA Testing 16<sup>th</sup> Sept
- CIEH Fire Safety Principles 20<sup>th</sup> Sept
- CCNSG Refresher 22<sup>nd</sup> Sept
- CCNSG 29<sup>th</sup> and 30<sup>th</sup> Sept

## People Management and Professional Development

- Disciplinary and grievance training 9<sup>th</sup> and 10<sup>th</sup> August
- Managing Under Performance 31<sup>st</sup> August
- Recruitment and Selection 21<sup>st</sup> Sept
- Positive Absence Management 28<sup>th</sup> Sept

Simply call now on 0161 624 5360 or email [info@otctraining.co.uk](mailto:info@otctraining.co.uk) to find out more and to reserve your place.

Full course details including prices are available to view on our website [www.otctraining.co.uk](http://www.otctraining.co.uk).

We also offer a wide range of FLT and other bespoke training courses, call to speak with one of the team today!

# OTC E-News Issue 3 - continued

## **OTC Membership**

We have now extended and updated the benefits you will receive when you sign up for OTC membership, please ask us for our new information pack now!

## **Health and Safety Consultancy Packages**

Have you got your H&S in the workplace adequately covered? Want to find out more? Simply call today to get the full lowdown on our H&S packages available.  
Got one already? We will be contacting you shortly to discuss your renewal.

## **The BBC filming at OTC!**

On Friday 24<sup>th</sup> June the EU Referendum result was announced. BBC Breakfast News chose to film on site at OTC. A selection of our Apprentices were asked about their vote, their view of the result and also their concerns and hopes for their future regarding this eventful news.



## **Meet "Joe"**

Based at OTC, our latest Administration Apprentice has been with us since June and has settled in really well. He is currently undertaking his NVQ Level 2 in Business Administration. In his leisure time, Joe likes to support Manchester United and go to music festivals. He also enjoys spending quality time with his family and friends.

## **Apprentice of the Year Awards 16<sup>th</sup> November 2016**

### **Calling all Employers**

We are going to be in touch soon with regards to your nominations for our 'Excellence Award'. The category is open for all learners of all disciplines. The Excellence Award will be given to an Apprentice who has made a positive impact on an Employer's business and who has shown 100% commitment to their own learning and development.