

# OTC E-News Issue 7



#inspireanengineer

#2018yearoftheengineer

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

As we come to the end of a challenging year here at OTC, we look forward with great optimism to 2018.

2018 is the UK **Year of Engineering** and it is hoped that whatever route young people take into Engineering, it will inspire the next generation of world-class engineers and help to address the shortages of engineers that have long held back the UK's economy.

We have recently recruited new staff directly from Industry, who are bringing a wealth of experience to our provision and supporting the apprentices to achieve their learning aims and career enhancements. We will continue to offer the best service we can to all our customers.

Finally, may I take this opportunity to wish you all a very Happy Christmas and a prosperous New Year.

## Professional Oldham Networking Event

We were very proud to host the latest Professional Oldham Networking Event. It was a very successful night and it was great to welcome a diverse range of local companies to OTC!



## Christmas and New Year Opening Times



Please be advised that learners are not required in the centre during week commencing Monday 18<sup>th</sup> December.

Learners should therefore remain in their workplace during this time. We will be closing at midday on the 22<sup>nd</sup> December and will reopen at 8.30am on the 2<sup>nd</sup> January, 2018.



Do you need a space off site for a meeting or a training course?  
Do you need to look at an alternative venue to hold exams?  
If so, why not consider our rooms here at OTC.

Competitively priced bespoke **Room Hire** packages now available for 2018, please call 0161 624 5360 for further information.



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## Short Courses

Now available to book for January and February 2018!

### Health and Safety

#### January 2018

- Level 3 First Aid at Work – 9<sup>th</sup>, 10<sup>th</sup>, 16<sup>th</sup>
- FLT Refresher (1 day) – 11<sup>th</sup>, 26<sup>th</sup>
- FLT Novice – Week commencing 15<sup>th</sup>
- CCNSG Refresher – 19<sup>th</sup>
- CCNSG Safety Passport – 25<sup>th</sup>, 26<sup>th</sup>
- Level 3 First Aid Refresher – 30<sup>th</sup>, 31<sup>st</sup>

#### February 2018

- IOSH Managing Safely – 6<sup>th</sup>, 7<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup>
- FLT Refresher (1 day) – 9<sup>th</sup>, 16<sup>th</sup>
- OTC Fire Marshal – 9<sup>th</sup>
- PA Testing – 16<sup>th</sup>
- FLT Novice – Week commencing 19<sup>th</sup>

### People Management and Professional Development

- An Introduction to Planning and Managing Change – 18<sup>th</sup> Jan
- Giving Effective Presentations – 23<sup>rd</sup> Jan
- Effective Appraisal Skills – 8<sup>th</sup> Feb
- Time Management Course – 15<sup>th</sup> Feb
- Mentoring in the Workplace – 22<sup>nd</sup> Feb

Please visit our website [www.otctraining.co.uk](http://www.otctraining.co.uk) for full course info including prices

## Considering taking on an Apprentice?

We have an impressive bank of candidates available to see now! Get in touch with our recruitment team by calling 0161 624 5360 or emailing [recruitment@otctraining.co.uk](mailto:recruitment@otctraining.co.uk)



### Business Services – New Apprenticeship Standards

OTC is developing delivery programmes for newly released Apprenticeship Standards in Team Leading, Management, Customer Service and Administration with help from Jude Artis - Business Services Assessor.

## OTC Membership

We have now extended and updated the benefits you will receive when you sign up for OTC membership including discounts on all our commercial courses, 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.

# OTC E-News Issue 7 – continued

## Meet the Team



**Kath Soliman**  
Chief Executive Officer



**John Eastwood**  
Business Manager



**Nick Eglin**  
Operations Team Leader



**Lee Johnson**  
Curriculum Coordinator



**David Birtles**  
Engineering TA  
Mechanical



**Paul Brown**  
Engineering TA  
Electrical



**Hassan Deriss**  
Engineering TA  
Electrical



**Peter Gibson**  
Engineering TA  
Mechanical



**Nigel Tomlinson**  
Engineering TA  
Fab & Weld



**Melanie Bailey**  
Recruitment Officer



**Kathy Chew**  
Receptionist



**Michelle Drew**  
Senior Administration  
Officer



**Natalie Howard**  
Customer Service  
Officer



**Emily Taylor**  
Administration  
Apprentice



**Emma Topham**  
Quality Improvement  
Officer



**Ralph Peel**  
Building Technician



**Richard Smith**  
Health and Safety  
Consultant