

Start date:
**Wednesday
22 January**



Progression in Business Administration

Are you looking to progress your skills
and experience to gain work in the
Business Administration sector?

If the answer is YES, then this course could be for you.

Candidates will ideally have some Business Administration experience or a relevant qualification with a genuine interest to work in the sector.

During the course, candidates will study for Level 2 Certificate in Principles of Business Administration and an IT qualification.

**All candidates must attend
Derwentside College every
Wednesday - Friday 9.30am - 2.30pm
for 6 weeks**

Contact 01207 585900 to book your place