

City Limits, finding you the right job

Information from Southampton City Council on how we can work with you to find you the right job

Working with you

For more information please phone us on 023 8051 2238



Fax 023 8070 2857

Minicom 023 8051 1565

www.southampton.gov.uk/citylimits

city.limits@southampton.gov.uk

City Limits, 340b Shirley Road, Shirley, Southampton, Hampshire SO15 3HJ

This information is available, on request, in **larger** print, Braille   on audio tape  and on disk . It is also available in other languages or we can read a brief summary and explain it to you. Please contact telephone 023 8083 4567 for help.

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City Limits Employment supports people in and around Southampton with various disabilities or difficulties, to find and keep the right job.



We can help you by:

- Talking to you about what kind of work you would really like
- Helping you to realise what skills and abilities you already have, that will help you find the right job
- Finding training courses that you think might help you
- Helping you to look for jobs or contact employers
- Talking to employers if you are worried about how your health or disability might affect your chance of getting that job
- Helping you fill in application forms and write your CV
- Going to interviews with you, if you would like our support
- Helping you organise your transport to work
- Working beside you in the job, at the beginning, to help you learn and settle in if you would like this
- Helping you sort out your benefits
- Listening to how your job is going and giving you advice if, and when you need it

Or.... you tell us what help you would like!

For more information and an application form please phone us on **023 8051 2238**