

**CSYH DEVELOPMENT EXCHANGE
OPPORTUNITY**

Reference	<i>For CSYH use</i>
Type of Exchange	Job Shadowing
Department	DWP WSD Jobcentre Plus
Location	Kirklees Cluster Batley JC/ Spen Valley JC/Dewsbury JC /Huddersfield JC
Brief Description What does the opportunity involve? What areas will the opportunity allow the participant to demonstrate, develop or address?	An opportunity to observe front of house activities in a busy Jobcentre. To include Customer Service Manager role, Reception, Work Coach and Assistant work coach interviews. An understanding of the process involved in making a claim to JSA and the help, support and advice offered to customers in a local Jobcentre. Also an understanding of JC targets and priorities.
Duration	1 - 2 days
Closing Date	Open
Further Information	For further information about this opportunity , please contact : M. Patterson Jobcentre Manager Dewsbury 01924 436986
How to Apply	Complete CSYH Development Exchange Expression of Interest E mail to: Richard.armstrong@hmrc.gsi.gov.uk

Thank you for making this opportunity available

Please e mail to: Richard.armstrong@hmrc.gsi.gov.uk