Northwest TVET Institute – Now inviting applications for the following programmes, Levels 2, 3 & 4

Day Release, Part-Time & Full-Time Courses!

SEPT. 2015 Intake

Programme Offerings	Level	Duration	Campus	Cost ($)
Call Contact Centre Operations	2	**9 months (Full-Time)**	Kenilworth & Cornwall Automotive	4,000
Marketing and Promotions *(Sales Representative)*	2	**9 months (Full-Time)**	Kenilworth	4,000
Web Page Designing	2	**9 months (Full-Time)**	Kenilworth	4,000
Commercial Food Preparation *(Cake Baking & Decorating)*	2	**12 months (Full-Time)**	Kenilworth	4,000
Tourism Tour Guiding	2	**12 months (Full-Time)**	Kenilworth	4,000
Business Management Supervision	3	**12 months (Part- Time)** 2 evenings per week **Pre-requisite** - currently working in the field	Kenilworth	5,000
Housekeeping Supervision *(on-line and face to face)*	3	**12 months (Day Release)** 1 day per week **Pre-requisite-** NVQ Linen Room Attendant Level 2 Certified **18 months (Full-Time)** 5 days per week	Kenilworth	5,000
Tourism Tour Guiding	3	**12 months (Part-Time)** 2 evenings per week ***OR*** **Assessment Only** **Pre-requisite -** currently working in the field *or* possess at least 2 years working experience	Kenilworth	5,000
Accounting *(Evening Classes will be held at Cornwall Automotive Campus)*	3	**12 months (Part-Time)** 2 evenings per week **Pre-requisite -**currently working in the field or possess at least 2 years working experience **12 months (Full-Time)**	Kenilworth	5,000
Administrative Assistant *(Classes will be held at Cornwall Automotive Campus)*	3	**12 months (Part-Time)** 2 Evenings per week **Pre-requisite -** currently working in the field or possess at least 2 years working experience	Kenilworth	5,000
System Administration *(on-line and face to face)*	3	**12 months (Day Release)** 1 day per week	Kenilworth	5,000
Events Planning	3	**18 months (Full-Time)** **12 months (Part-Time)** 2 evenings per week **Pre-requisite** - currently working in the field or possess at least 2 years working experience	Kenilworth	5,000
Apiculture ***(new)***	3	**12 months (Part-Time)** 2 Evenings per week **Pre-requisite -** currently working in the field or possess at least 2 years working experience	Kenilworth	5,000
Front Office Supervision	3	**18 months (Full-Time)** **12 months (Day Release)** 1 day per week **Pre-requisite -** NVQ Front Office Agent Level 2 Certified	Kenilworth	5,000
F&B (Maitre'd) Food and Beverage Supervision	3	**18 months (Full-Time)** 4 days per week **12 months (Day Release)** 1 day per week **Pre-requisite -** NVQ F&B Hosting Level 2 Certified	Kenilworth & Falmouth	5,000
Hospitality Operations ***(new)***	3	**18 months (Full-Time)**	Kenilworth	5,000
Commercial Food Preparation *(Pastry Chef)* ***(new)***	3	**18 months (Full-Time)**	Kenilworth	5,000
Chef De'Partie	3	**12 Months (Day Release)** 1 day per week **Pre-requisite** - Commis Chef Level 2 Certified	Granville & Kenilworth	5,000
Business Administration *(Executive Secretary)*	4	**18 months (Part-Time)** 2 evenings per week	Kenilworth	20,000
Sous Chef *(on-line and face to face)*	4	**12 Months (Day Release)** 1 day per week **Pre-requisite** - Chef de Partie Level 3 Certified	Kenilworth & Granville	20,000
Housekeeping Management	4	**18 months (Part-Time)** 2 evenings per week	Kenilworth	20,000
Front Office Management	4	**18 months (Part-Time)** 2 evenings per week	Kenilworth	20,000
Motor Vehicle Air Conditioning Systems	2	**6-9 months (Full-Time)** 4 days per week	Cornwall Automotive	4,000
Motor Vehicle Repairs (Cars & Light Trucks) *(Accelerated)*	3	**15 months (Full-Time)** 4 days per week	Cornwall Automotive	5,000
Motor Vehicle Repairs (Cars & Light Trucks)	3	**12 months (Part-Time)** 1 day per week	Cornwall Automotive	5,000
Motor Vehicle (Trucks & Transport Vehicle Maintenance)	3	**18 months (Full-Time)** 5 days per week	Cornwall Automotive	5,000
Electrical Installation	3	**9 months (Part-Time)** 3 evenings per week **Pre-requisite** - Electrical Installation Level 2 Certified	Falmouth	5,000
Early Childhood Development	3	**15-18 months (Part-Time)** 2 evenings per week **9 months (Part-Time)** 2 evenings per week **Pre-requisite** - Early Childhood Development Level 2 Certified	Falmouth	5,000
Wall and Floor Tiling	3	**6-9 months (Assessment only)** **Pre-requisite** - General Construction Level 2 certified	Falmouth	10,000

General Entry Requirements:

Level 2 – **Applicants should have a minimum of one CXC or CSEC subject or Level -1 NVQJ certification in skill area or successfully complete diagnostic entrance exam.**

Level 3 – **Applicants should have a minimum of three CXC or CSEC subjects or equivalent qualification or Level 2 NVQ-J certification relating to the skill of choice or two years industry exposure and successfully complete the diagnostic entrance exam.**

Level 4 – **Applicants should have a minimum of five CXC or CSEC subjects or equivalent qualification or Level 3 NVQ-J certification relating to the skill of choice and five years industry exposure and successfully complete the diagnostic entrance exam.**

Applicants for levels 4 programmes should be affiliated to the industry of choice.

For additional information, contact the Registry/Administrative Office at the

Northwest TVET Institute

Kenilworth Campus, **Sandy Bay,** Hanover
Tel: 953-5765, 953-5719, 953-5315
Mobile: 355-3155 / 419-5100 / 503-9240

Cornwall Automotive Campus,
Flankers, Montego Bay, St. James
Tel: 971-2550, 971-2552-4 Mobile: 430-5921

Granville Campus
Retirement Road, Granville, St. James
Tel: 601-6681-2, Mobile: 463-1836

Falmouth Campus
17 Tharpe Street, Falmouth, Trelawny
Tel: 954-4754, Mobile: 505-2974

NB: Class schedules are subject to change

KENILWORTH CAMPUS • GRANVILLE CAMPUS • CORNWALL AUTOMOTIVE CAMPUS • FALMOUTH CAMPUS