

# 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](http://www.southampton.gov.uk/citylimits)

[city.limits@southampton.gov.uk](mailto: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**