

English for Work

For those who want to compete successfully in today's global workplace, this intensive English course focuses on the language of work. You will develop the fluency, accuracy and specific communication skills you need to advance confidently in your chosen career.

What can you expect on this course?

Intensive language learning

This course builds your General English skills, and then focuses what you have learned on the language you will need in the workplace. Through intensive practice in speaking, listening, reading and writing, you will have gained the means to express yourself effectively in English. So in future, whether you want to write a report or give a presentation, you can do so with fluency, accuracy and confidence.

Professional focus

As English is the global language of business, politics, international relations, culture and entertainment, this course will develop your linguistic skills in the context of building an international career. In your 3rd module you will build your language skills within such areas as:

- › Negotiating contracts
- › Management and HR
- › Branding and promotional strategies
- › Project management
- › Company budgets

You will enhance valuable 'soft skills' such as:

- › Justifying opinion
- › Making recommendations
- › Presenting different scenarios
- › Resolving conflict

And you will develop practical workplace skills such as:

- > Writing a CV
- > Telephone techniques
- > Preparing for an interview
- > Giving presentations

In the 21st Century, understanding these key professional issues and having the language to work with them effectively will give you a distinct advantage as you progress up the career ladder.

Develop your international prospects

By the end of your time with EC, important doors will have opened for you. You will not only have considerably improved your English fluency, but you will also have the specific language, knowledge and skills to confidently deal with a wide range of business issues. All this will give you a vital edge over the competition as exciting new employment prospects open up around the world.

Facts

Level	Low Intermediate to Advanced
Course Duration	Minimum 1 week
Course start dates	> Every Monday
Lessons per week	30 lessons per week (22.5 hours)
Lesson	1 lesson = 45 minutes
Available In	<ul style="list-style-type: none">> EC Boston> EC Brighton> EC Bristol> EC Cambridge> EC Cape Town> EC London> EC Los Angeles> EC Malta> EC Miami> EC New York> EC San Diego> EC San Francisco

This course is suitable for students

- > want to embark on a career in an international environment
- > require English language skills in their current job
- > are changing career and want to boost their CV
- > need to sharpen their workplace skills to get the job of their dreams

