



# Course List 2015

## C&C Training Ltd

HOME

TRAINING

COURSE DATES

E-LEARNING

C&C CONSULTING

NEWS

TESTIMONIALS

DEVELOPMENT CENTRES

ABOUT US

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[www.cctraining.uk.com](http://www.cctraining.uk.com)



C&C training ltd  
investing in your business

## Health and Safety

C&G Confined Spaces Low Risk (1)  
C&G Confined Spaces Medium Risk (2)  
C&G Confined Spaces High Risk (3)  
COSH (1)  
Fire Marshal (½)  
Fire Extinguishers (½)  
Emergency First Aid at Work (1)  
First Aid at Work (3)  
First Aid at Work Refresher (2)  
NEBOSH National General Certificate (13)  
NEBOSH National Construction Certificate (17)  
IOSH Safety for Senior Executives (1)  
IOSH Directing Safely (1)  
IOSH Managing Safely (4 or 5)  
IOSH Supervising Safely (3)  
IOSH Working Safely (1)  
CSkills SMSTS (5)  
CSkills SMSTS Refresher (2)  
CSkills SSSTS (2)  
CSkills PMSTS (5)  
CSkills Health and Safety Awareness (1)  
CSkills Directors Role in Health & Safety (1)  
CSkills SEATS (1)  
Working at Height (½)  
Safe Use of Steps and Ladders (½)  
Safe Use & Inspection of Harnesses and Lanyards (½)  
Sharps Training (1/2)  
Manual Handling (½)  
Abrasive Wheels (½)  
Risk Assessment (1)  
Train The Trainer – Manual Handling, Abrasive Wheels (1)

UKATA Asbestos Awareness Category A ( ½)  
UKATA Asbestos non-licenced removal category B (1)  
UKATA Asbestos non-licenced removal Category B  
refresher ( ½)  
E-Learning Asbestos Awareness Refresher – (one hour)

## Plant and Construction

Banksman Traffic Management (½)  
C&G New Roads and Street Works (1-7)  
C&G NRSWA Re-Assessment (1)  
Train the Trainer – CAT & Genny (1)  
C&G Signing, Lighting and Guarding (1)  
CAT & Genny (1)  
CDM 2015 Regulations – A Designers' Overview (1)  
CDM 2015 Regulations Awareness (1)  
Basic Scaffold Appreciation (1)  
Fork Lift Truck Operator (1-5)  
Forward Tipping Dumper (1-5)  
LOLER Regulations (1)  
Overhead Gantry Cranes (1)  
Portable Platform (MEWP) (1)  
Slinger/Signaller (1)  
Tower Scaffold (1)

## NVQs

CSkills Awards NVQ Level 2 Diploma in Plant Operations  
360 & 180 Excavators  
Forward/Rear Tipping Dumper  
Ride-On-Roller

Slinger/Signaller

Telehandler

CSkills Awards NVQ Level 2 Diploma in Construction Operations & Civil Engineering Services  
Construction Site Supervisor  
Construction Site Manager

## Driver CPC

Full 35 hour programme (5)  
Digital hours & Working Time Directive (½)  
Digital Tachographs (½)  
Vehicle & load handling systems ( ½)  
Safe vehicle loading ( ½)  
Traffic Incident Management & Emergency First Aid at Work (1)  
Health & Safety in Transport (½)  
Manual Handling (½)  
Safe & Economic Driving ( ½)  
Rural & Urban Driving (½)  
Personal Well-being ( ½)  
Road Traffic Incident Management Skills (1)  
Drivers' Hours & the Professional Driver (1)  
Company Procedures ( ½)

## Information Technology

Access – Introduction (1)  
Access – Intermediate (1)  
Access – Advanced (1)  
Excel – Introduction (1)  
Excel – Intermediate (1)  
Excel – Advanced (1)  
Powerpoint – Introduction (1)  
Powerpoint – Intermediate (1)  
Powerpoint – Advanced (1)  
Word – Introduction (1)  
Word – Intermediate (1)  
Word – Advanced (1)  
Outlook (1)

## Personal Development

Accuracy and Attention to Detail (½)  
Assertive Behaviour (1)  
Business Letter Writing (1)  
Business Report Writing (1)  
Coaching and Mentoring (1)  
Customer Complaint Handling (1)  
Customer Service Excellence (1)  
Delegation Skills (1)  
Internal Communication Skills (1)  
Maximising Telesales (1)  
Minute Taking (1)  
Negotiating Techniques (1)  
Perfecting Time Management (1)  
Presentation Skills (2)  
Stress management (1)  
Telephone Techniques (1)

## HR Development

Appraisals (1)  
Discipline & Grievance (1)  
Employment law (1)  
Equal Opportunities (1)  
Handling Aggression (1)  
HR for line managers (1)  
Interview & Selection Techniques (1)  
Introduction to HR (1)

• **Course length in brackets (days)**

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