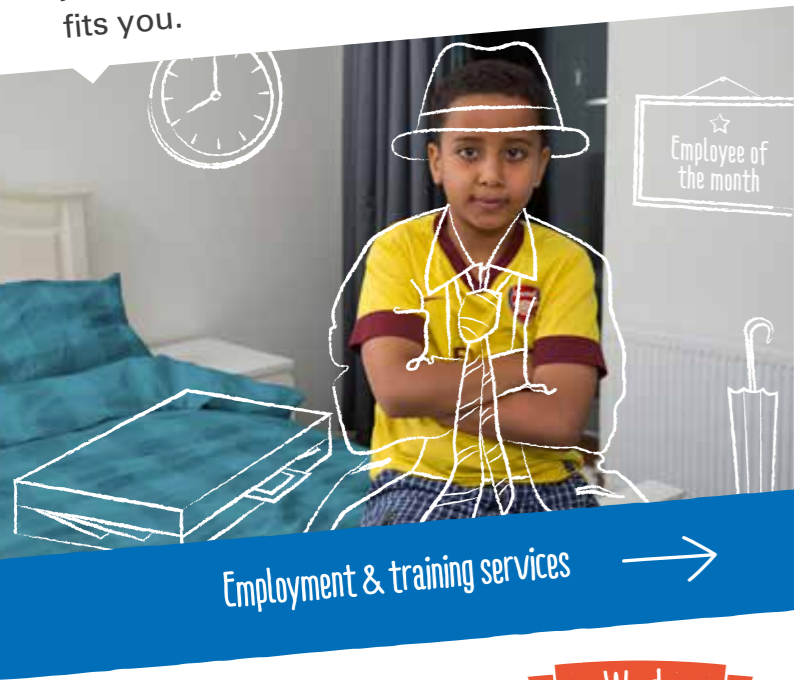


## GET WORK-SMART.

Whatever stage you're at in your employment journey, we can offer support and advice that fits you.



Find out more at:

[www.octaviahousing.org.uk/wedothattoo](http://www.octaviahousing.org.uk/wedothattoo)

We do  
that too!

## DID YOU KNOW?

As an Octavia tenant or local resident, we can help you to get into work, get a new job, gain new skills, experience and more.



Octavia Foundation

The Octavia Foundation are an established charity that aim to have a transformational impact on the lives of the local people that we work with. Our experienced advisors have helped hundreds of Octavia tenants and local residents to find employment, and can help you with CV and job application writing, careers guidance volunteering and more.

## In a job already or looking for work?



Get one to one advice.

Everyone's employment journey is different, so we provide a personalised service that's suitable for you regardless of how much or little time you may have. Whatever your employment goals are, why not see if we can help you.

## Looking for fast help?



Get over the phone advice and support.

Find it difficult to visit us? You can call our advice line – our dedicated employment advisor is on standby to help you. Please contact us on [020 8354 5686](tel:02083545686) for further details about this service.

## Returning to work?



### Volunteering can help.

Volunteering can be a great way to familiarise yourself with the work place, improve your confidence, and give you current work experience to expand your employment opportunities. We offer volunteer opportunities in retail, care or office based roles.

## Not getting anywhere alone?



### Unlock your potential – get a mentor.

The Octavia Foundation offers an exclusive mentoring service. Your mentor will work with you to overcome any barriers to work, which may include identifying your skills, mock interviews or careers advice.

## Can we help you?

Our broad eligibility criteria allows us to work with lots of different people.

We do our best to provide advice to everyone who contacts us, but to benefit from our full range of employment support, you should meet the eligibility criteria below;

- ✔ Aged between 14 and 65
- ✔ Octavia tenant or resident in Kensington & Chelsea, Westminster, Hammersmith & Fulham or Brent
- ✔ Unemployed, in low paid full-time employment\* or employed part-time\*\*
- ✔ Currently studying part-time up to 16 hours per week
- ✔ British citizen or have the right to work in the UK\*\*\*

\* People in employed should be receiving minimum wage.

\*\* People in part-time employment should be employed up to 16 hours per week.

\*\*\* You may register for employment support if your application for indefinite leave to remain is being processed by the Home Office.

## Get in touch



### Contact our employment team to see how we can help you.

T 020 8354-5686

E [info@octaviafoundation.org.uk](mailto:info@octaviafoundation.org.uk)

[www.octaviafoundation.org.uk](http://www.octaviafoundation.org.uk)

We do that too!