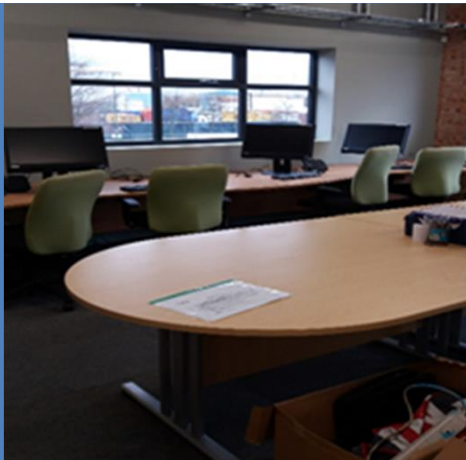


## Agility People Services Limited



Agility People Services Ltd.,  
Brunel House  
Brunel Road,  
Middlesbrough.  
TS6 6JA

Telephone: 01642 697690

Web Address: <https://www.agility.uk.com/>

*Developing your  
business*

# AGILITY PEOPLE SERVICES (Agility)

## SPECIALISED AREAS OF:

### TRAINING



ADVICE, INFORMATION AND GUIDANCE (AIG)  
GIVEN FOR ALL COURSES:

### HUMAN RESOURCES



A. Stand alone/ Short courses:  
Agility offer a range courses in different areas please request any individual course you are looking for if we do not offer we will give you AIG.






Agility offer a range of services in our Human Resources (HR) package for training and careers of employees. These include but are not exhaustive of Training needs Analysis, Training specifications, Group Training Plans, Individual Training Plans, Initial Assessments, and a full range of employee inductions.

2 Customer Service  
Agility offer a range of Customer Service training



Agility offer a range of services in our Human Resources (HR) package for **POLICIES AND PROCEDURES**. Agility started writing policies, procedures and Risk Assessments in 1999 please request an individual policy, procedure or risk



		assessment of area needed.
<p>4 Essential Skills</p> 	<p>5 Data Protection</p>	<p>Agility understands that looking after confidential information is important to customers and employees Agility can help you put in an <b>employee HR package</b> that employees are looking for when they are looking for employment and Data protection training for employee of how to handle and use data confidential information so the customer has confidence in your company.</p>
<p>6 Functional Skills</p>	<p>7 Health and Safety</p> 	<p>Agility offer a range of employee inductions – skills to work:</p> <ol style="list-style-type: none"> <li>1. Health and Safety</li> <li>2. NRASWA induction for utilities companies.</li> <li>3. Employment Rights and Responsibilities</li> <li>4. Equal Opportunities</li> <li>5. Data Protection</li> <li>6. Customer Services</li> <li>7. Information Technical –Desk top and folder Emails, Calendar, Tasks. Use and Management,</li> </ol>
<p>8 Information Technology</p>	<p>9 Management, Leadership and Team Leader.</p> 	<p>Agility recognises that the employment and management of our Employees is important and therefore treats recruiting for you our customer as important. So we offer employment reference checking and Disclosure &amp; Barring Service (DBS) checking in our recruitment package or as a stand alone service.</p>

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E: [c.scotchbrook@agility.uk.com](mailto:c.scotchbrook@agility.uk.com) or [c.recruitment@agility.uk.com](mailto:c.recruitment@agility.uk.com)

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<p>10 Standard training course for all areas</p>	<p>11 Call center or SMART calls Sales</p> 	<p>Agility offer a complete recruitment package of part service of recruitment choose yourself.</p> <p>Advertisements writing, advertisements locally or nationally or both, Applicant receiving, application scoping through CV or an Application forms and on receipt of applications, CV screening, setting up of interview's in customers or our premises (catering for all needs), design of questionnaires and or tests setting up, informing candidates of the decision of the interview, reference checking, offer letters, employee contracts, inductions, employee inductions, health and safety inductions, and specific training.</p>
<p>12 Training and Development</p>	<p>13 Work skills</p> 	<p>Agility offer the service of consultancy in HR and training.</p> <ol style="list-style-type: none"> <li>1. Quality Improvement plan (QIP)</li> <li>2. Self Assessment Report (SAR)</li> <li>3. Questionnaires</li> <li>4. Documents</li> </ol>
<p>14 Business Administration</p>	<p>Training Management Assessment and Internal Verification of Regulated or National Qualifications Level 1- 6 in areas A, and 1-14 above.</p>	<p>Agility's HR section ensures that all learners attending Agility training receives an attendance certificate. And that all employers that send employees on Agility training receive group or individual CPD attendance certificate for its commitment to employee development company recognition.</p>

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