

## **Abingdon 'Job Club' Information and Advice**

**List of Abingdon area organisations and the services they offer. You can look up information on the Town Council website [www.abingdon.gov.uk](http://www.abingdon.gov.uk) or a paper copy in Abingdon Information Centre. Remember that there is free Wi Fi for internet access in the town centre if you are not able to use the internet at home.**

### **Business Link**

Business Link is a unique service that helps people who want to start a business. The service is free - funded by government but delivered by friendly, experienced business people. Business Link offers one-to-one help and a range of free courses. One course helps you decide if self-employment is for you and the others cover finance, planning and marketing.  
(<http://microsite.businesslinksolutions.co.uk/contact/culham.asp>)

### **Best Training**

Best Training are a small, modern, friendly training centre in Abingdon. They have their own range of workbook courses on Microsoft Office, Sage Payroll and Accounts. They are also a learndirect centre offering their online range of Basic Skills and IT courses. Nationally recognised qualifications are available through the centre for IT, Maths and English.

Learners work on an individual basis at their own speed with expert, friendly tutor support available whenever it is needed. Courses can be started at any time and individual study plans are drawn up to suit each student. Workbook based courses are taken in the centre but online courses can be taken either in the centre or anywhere else with Broadband Internet access.

They are open from 9.00 am to 5.30pm during the week with late opening nights on Mondays and Wednesdays.

Address: Best Training, Best House, 66 Ock Street, Abingdon, OX14 5BZ

**Tel:** 01235 559000

**Fax:** 01235 554206

**e-mail:** [bran.ebsworth@best.co.uk](mailto:bran.ebsworth@best.co.uk)

### **Recruitment Agencies in Abingdon**

#### **Champion**

They recruit for employers across a broad range of sectors including sales and marketing, HR, technical, industry, office admin, catering, drivers and online services

63 Stert Street  
Abingdon, OX14 3JZ  
Tel 01235 844003

Fax 01235 554700  
[abingdon@champion.co.uk](mailto:abingdon@champion.co.uk)

### **Paterson Recruitment**

They recruit for employers in the commercial, catering, accountancy, driving, industrial and technical sectors

121 Ock Street, Abingdon, Oxford, OX14 5DL.

Tel 01235 535858

Fax 01235 526243

[enquiries@paterson-recruitment.co.uk](mailto:enquiries@paterson-recruitment.co.uk)

### **Recruitment Agencies that cover the Abingdon area**

#### **Brook Street (UK) Ltd**

16 High Street, Oxford, OX1 4DF. Tel: 01865 722571

#### **Office Angels**

12-16 St Michaels Street, Oxford. OX1 2DU. Tel: 01865 790603

#### **Jobcentre Plus**

Jobcentre Plus – The work you want, the help you need.

#### **Oxfordshire Business Enterprises**

Oxfordshire Business Enterprises provides free guidance to people who are considering setting up a business of their own and becoming self-employed.

#### **Next Step**

Nextstep offers free impartial advice and helps people facing redundancy to prepare for applying for new work. This could be a similar job, self employment or a complete career change. Help includes the practical things like preparing good CV's, job application techniques, preparing for job interviews or help with reskilling & finding courses/training.

nextstep 0800 1954 700 (freephone)  
<http://www.nextstepsoutheast.org.uk/>