

GET A **JOB**. EARN **MONEY**.  
WITH AN **AAT QUALIFICATION**.

aat

**YOU ARE  
HERE**

Lots of job **competition**?  
Looking for a **job**?  
Need to **get noticed**?  
Need **new skills**?

HERE'S  
WHERE

**AAT**  
COME IN...

Study an AAT  
Access qualification

AAT is a organisation who offer finance and business related qualifications which are perfect for getting people into the world of work – having an AAT qualification on your CV will help you stand out and get a job a lot quicker.

Completing an AAT Access qualification will help you to...

- gain new skills to help you get a job
- gain a qualification which employers will like on your CV
- learn office skills which will set you up for the world of work
- study further qualifications and become more employable
- gain the skills to set up your own business.

What AAT qualifications are available?

**Award in Accounting Software**

This qualification will give you the skills to become confident in using accounting software to complete basic tasks, as well as helping you to understand the benefits the software can bring to a business.

**Award in Bookkeeping**

This qualification will give you the basic skills needed to complete simple bookkeeping activities, and introduce you to the role of a bookkeeper.

**Award in Business Skills**

This qualification will give you the basic maths and English skills while covering the broader understanding of the world of work, alongside essential accounting techniques.

Work in any industry you can think of – from banking to fashion, music to sports...

After all, every company needs someone to look after their finances.

You'll be able to work in sectors such as...

- Administration/Clerical
- Retail
- Customer service
- Hospitality/Healthcare
- Accountancy/Finance
- Self-employment

**YOUR  
DESTINATION**

Get an AAT Access qualification on your CV, get a job.

Visit [aat.org.uk/StandOut](http://aat.org.uk/StandOut)

**Keep these details safe**

Contact name \_\_\_\_\_

Training provider \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_