

## Our business and its areas of expertise

- 1. Vocational guidance: *Berufsorientierung***
  - 13-15 year old pupils from regional schools come to us for their first vocational guidance
  - Discovery of the diverse divisions and work in authentic workshops
  - Development of first ideas concerning the possibilities after graduation
- 2. Vocational preparation on behalf of the Employment agency: *Berufsvorbereitung***
  - For young people without training place
  - Work and study in workshops
  - Implementation of operational internships
  - Visit of vocational school
- 3. Vocational education: *Berufsausbildung***
  - BiG is for many other businesses *the* practice partner in the range of vocational education
  - The trainees of the Public Utility will be educated in the fields of electronic engineering and electro-technology
  - Vocational training in industrial-technical department as well as in the commercial department
- 4. Further education: *Weiterbildung***
  - These offerings are addressed to job applicants and employees from businesses
  - At certificated training courses the work is prescribed to subjects and contents
  - Offering of tailored courses considering customer requests
- 5. Migration and education: *Migration und Bildung***
  - Our focus is the acquisition of the German language and vocational preparation
- 6. Personal service: *Personalservice***
  - Referring of staff to businesses
  - Implementation of suitability tests
  - Practical support during the integration into the job market



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ESTABLISHMENT

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THE EDUCATIONAL  
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MENTORING OF  
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