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Individualized Training Program – Roadmap

Title of the training *(draft texts* filled in in blue)

Eco-cleaning

Description of the trainee's personal and professional project on entry

Trainee name: Start date: Start date: 04/10/2023

Estimated duration of training: 18 months

Re-assessed duration of training: ..... months

Description of trainee's personal and professional project on entry:

On Monday 08/04/2024, Ophélie will start an internship with the company “la maison de nos enfants”. The company was looking for someone to do ironing and cleaning. She'll do a one-week “test” internship to see if she likes it. Then, if all goes well, she'll sign a 1-month contract with the company.

Ophélie started her cleaning training on 04/10/2023. Ophélie is a very dynamic and willing young lady. She had also been on a trial/trades orientation course before joining the cleaning course. Ophélie was originally interested in the world of agriculture. She had already done an internship on a farm, which confirmed her passion for agriculture.

However, after the orientation course, Ophélie didn't see herself returning to the world of work just yet. She also wanted to explore other avenues before taking the plunge. So she enrolled on a cleaning course, in which Ophélie flourished.

What's more, during her cleaning training, Ophélie was able to take all the necessary steps to pass her driving test. Two weeks ago, Ophélie obtained her driving license at the Marche-en-Famenne center.

She is now looking for a small car to get around on her own.

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PIF - Training action plan

Observation	***Actions to be taken by:.....THE TRAINEE.....***	***Actions to be taken by THE CENTER***
Knowledge or techniques to be acquired/reinforced Ophélie seems to have taken to the cleaning trade perfectly. Her trainer explains that Ophélie is very diligent when carrying out the various tasks on site.		Boost her self-esteem with concrete examples of her abilities
Housing		
Ophélie still wants to stay with her parents to save as much as possible. Later, she plans to move in with her partner when it is financially possible for her and him.		Talk about the offer and the housing possibilities in the area for the future. Present tools for house budget follow-up
Mobility		
Ophélie recently passed her driving test (2 weeks ago). After a long learning path, Ophélie announced with a big smile that she had passed. She is currently looking for a small car with the help of her parents.		
Internship		
Her internship will take place during the week of April 10. If this week goes well, Ophélie will sign a one-year, full-time contract.	Prepare the entrance to the internship	follow up of the internship period
Document : CV - Letter - Hiring assistance		
Already done with Ophélie for Job Day in Dinant.		

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Formulation of post-training project:

To obtain a contract with the company “la maison de nos enfants” so as to be able to put money aside. This will give her financial security for a period of 1 year. If the internship doesn't go well, Ophélie would like to return to training at La Calestienne.

List of steps to take as part of my post-training project

□ - End of training :

- Look for a small car.
- Put money aside.
- Get a one-year contract at “our children's home”.

□ - In the coming weeks

- Plan ahead for the first few weeks of the contract, as her mother will be driving her around while she finds a small car.
- Gain confidence behind the wheel.
- Get to grips with the cleaning profession to see if it really interests her.
- Experience the realities of the field, as training at La Calestienne is not the same as a work contract with a company

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