



TRAFFORD &  
STOCKPORT  
COLLEGE GROUP



HM Revenue  
& Customs

# HMRC SWAP

ADMIN OFFICER ROLES  
(DEBT MANAGEMENT DEPARTMENT)

## FINAL SPACES

Want a permanent job at HMRC Manchester? 28K salary and Hybrid working. Our free 7-day course starts on the 6<sup>th</sup> May to get you through the recruitment process.

Don't miss out on a Civil Service career.  
Book your slot now!

**TURN  
OVER**  
for course  
details

**NEW SKILLS, NEW OPPORTUNITIES**

## WHERE AND WHEN...



### DELIVERY MODEL

Virtual

**Open Day** - 5<sup>th</sup> May  
(10am)



### Training dates

06/05/26 to 14/05/26



### WHERE

Online delivery



### DURATION

7 days training  
Monday to Friday



### TIME

10am - 2.30pm

## YOU WILL LEARN HOW TO...



Use AI



Star method interview  
technics / (competency  
based interview prep



Employability Skills



Mock Interview support



Support with HMRC  
application

## YOU WILL LEARN HOW TO...

- Were you aged 19+ by the 31st August 2025
- Unemployed and claiming a benefit or employed and earning less than £25,700 per year
- Must be resident in the UK for 3-years or more
- Must be a Greater Manchester resident
- Must be committed to the delivery period



## SCAN HERE TO BOOK YOUR PLACE