



FREE TRAINING

WorkSource Montgomery Young Adult Opportunity Center

2016

Trainings We Offer:

- **OSHA 10 Health Care**

The OSHA 10-Hour General Industry (Healthcare) prepares employees to work safely in the Health Care industry. Trainees are prepared to recognize, avoid, and prevent safety and health hazards.

- **OSHA 10 Construction**

The OSHA 10 Hour Construction Industry is designed to provide an entry level construction worker's general awareness on recognizing and preventing hazards on a construction site.

- **ServSafe Food Handlers**

The ServSafe Food Handler Program is a complete solution that delivers consistent food safety training to employees. The program covers the following areas Basic Food Safety, Personal Hygiene, Cross-contamination & Allergens, Time & Temperature, and Cleaning & Sanitation.

- **Microsoft Office Specialist—Word**

Microsoft Office Specialist—Word training demonstrates that you have the skills needed to perform office tasks efficiently. This is a great training for people interested in working in an office or information technology setting.

- **Microsoft Office Specialist—Excel**

Microsoft Office Specialist—Word training demonstrates that you have the skills needed to perform office tasks efficiently. This is a great training for people interested in working in an office or information technology setting.

- **National Retail Federation Customer Service Training**

Customer Service Training will prepare trainees to handle difficult situations in retail, hospitality, and sales settings. Topics covered include Customer Service, Selling and Service, Store Operations, and Getting the Job!



For More information contact
Kathleen Powell, Trainer
 443-808-1034 or
 Kpowell@worksourcemontgomery.com

Spots are limited for eligible applicants only.