Industrial Maintenance & Safety

- Aerial Lift Training
- Fluid Mechanics
- Lock Out/Tagout
- OSHA 10 Hour Safety Certification
- OSHA Safety Awareness (Forklift, Excavation, Confined Space, Health Hazard, etc.)
- Pipe Estimating
- Safe Work Practices

Mechanical & Electrical

- AutoCad
- Blueprint Reading & Advanced Plan Reading
- Electrical Hazard Training
- Electric Motors & Trouble Shooting
- HVAC
- PC Repair & Maintenance
- Plumbing

Navigate Forward

Employee Enrichment

- Basic & Advanced Mathematics
- Diversity in the Workplace
- Business Writing
- Financial & Budget Literacy for Business & Government
- Fire Protection/Emergency Preparedness
- First Aid, CPR, and AED Certification
- Presentation & Dialogue Skills
- Sexual Harassment in the Workplace
- Survival Spanish
- Technical Writing
- Time Management, Organization & Task Prioritization
- Vehicle Safety & Defensive Driving

Employee Health & Wellness

- Dangers of Poor Health Habits (Heart Disease/Stroke/Diabetes/etc.)
- Reading Nutrition Labels for Better Health
- Infectious Disease Control
- Stress Management
- Shop Healthy & Eat Out Healthy
- Seasonal Weather Precautions
- Weight Loss Basics

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Corporate Training & Continuing Education

Customized Trainings to Meet the Needs of Your Business

Supervisor, Management & Team Development

- Accelerating Business Decisions
- Achieving Your Leadership Potential
- Adaptive Leadership
- Boosting Business Results
- Building an Environment of Trust
- Building Winning Partnerships
- Coaching for High Performance
- Coaching for Success
- Creating a Service Culture: The Service Leader's Role
- Cultivating Networks and Partnerships
- Delegating for Results
- Developing Organizational Talent
- Developing Others
- Driving Innovation
- Essential Interviewing Skills
- Getting Started as a New Leader
- Giving Recognition
- Handling Challenging Situations with Courage
- Influencing for Organizational Talent
- Influential Leadership
- Launching a Successful Team
- Leading Change
- Leading High Performance Teams
- Leadership: Facilitating Change
- Making Change Happen
- Making Meetings Work
- Managing Performance Problems
- Mastering Decision Dynamics
- Mastering Emotional Intelligence
- Motivating Others
- Operating with a Global Perspective
- Rapid Decision Making
- Reaching Agreement
- Resolving Conflict
- Retaining Talent
- Reviewing Performance Problems
- Setting Performance Expectations
- Strong Start®
- Translating Strategy into Results

Quality Control & Specialized Training

- 5S System & Strategies
- APQP-FMEA-PPAP Overview
- Balanced Scorecard
- Biohazards/Hazardous Materials
- CityWorks
- Environmental Sustainability
- GIS - Geographical Information Systems
- Herbicides 101
- ISO/TS Internal Auditing
- Principles of LEAN process
- Problem Solving
- Process Excellence Seminars
- Productivity & Accountability
- Project Management
- Service In Government - Your Role
- Six Sigma in the Workplace
- Statistics
- Value Stream Mapping & Root Cause Analysis

Basic Principles for a Collaborative Workplace

- Basic Workplace Communication
- Connecting With Customers
- Developing Team Plans
- DISC Profiling/Myers-Briggs
- Facilitating For Results
- Giving and Receiving Constructive Feedback
- Giving Recognition
- Handling Emotions Under Pressure
- Healing Customer Relationships
- Identifying Work Priorities & Setting Verifiable Goals
- Influencing For Win-Win Outcomes
- Keeping Your Team On Course-Tools and Techniques
- Managing Your Priorities
- Meeting Customer Unspoken Needs
- Moving From Conflict To Collaboration
- Personal Strategies for Navigating Change
- Vital Role In Team Decisions

Certificate Programs

- Career Readiness Certification
- Customer Service
- Supervisory
- Human Resource Essentials
- Notary

Computer & IT Certificates

- Adobe Acrobat
- Basic Computer Skills
- Cisco - CCENT, CCNA, CCNP
- Comp TIA's A+ & Networking
- Laptops, Tablets & Smartphones
- Microsoft Access
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Word
- Photoshop
- Quickbooks
- Transition to Microsoft 2010

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