



**Cerritos College**  
**Economic Development - Center for Corporate Training**  
**11110 Alondra Blvd. Norwalk, CA 90650-6203**

## ETP Training Information Form

Please complete the request form and email it to [CerritosTrainsU@cerritos.edu](mailto:CerritosTrainsU@cerritos.edu)  
or call (562)860-2451, Ext. 2510 for further assistance.

Company Name: \_\_\_\_\_

Total # of Full-time Employees in California: \_\_\_\_\_ Worldwide \_\_\_\_\_

Business/Organization Type:     Private         Public Organization         Non-Profit

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Turnover rate of full-time employees in the recent year (Jan-Dec): \_\_\_\_\_

### Training Needs:

- Business Skills (business writing, communication, leadership, customer service, HR, project management)
- Safety and Compliance (OSHA 10, 30, Quality/Lean, Manufacturing skills, ServSafe/Culinary Arts, Safe Quality Foods (SQF), Hazard Analysis & Critical Control Points (HACCP), Workplace Ethics)
- Manufacturing Skills (Blueprint Reading, GD&T, Plastics and Composites, Electrical Fundamentals, Production and Assembly, Inspection Techniques)
- Computer Skills (Excel Basic-Advanced, other MS Office, Adobe, AutoCAD, CATIA, SolidWorks)
- Continuous Improvement (Kaizen, Lean, Six Sigma, 5S for Production & Office, Process Mapping, ISO, Analyzing and Interpreting Data, Problem Solving & Root Cause Analysis)

Business/Industry Type:

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