

Cerritos College Economic Development

EMPLOYEE UPSKILL WEBINAR TRAINING SERIES (LIVE ONLINE TRAINING) NEW!

A company must submit a Certification Statement, application to participate in the California Employment Training Panel program and be approved prior to enrolling employees in classes. The employers and their employees are bound to follow all ETP rules and requirements. A list of the full rules and regulations can be obtained by e-mailing Kimberly at CerritosTrainsU@cerritos.edu. The cost of the class is offset by ETP only if "all" ETP rules and regulations are met by the company and employee. Acceptance into the class is based upon the employee and employer following ETP guidelines. If ETP rules are not followed, then the company will be invoiced for the cost per each person that did not meet the rules at the cash price listed below. Only employers may enroll their employees in an ETP class listed below. Individuals may enroll on their own outside the employer providing the enrollment fee is paid in full.

CERTIFIED LOGISTICS TECHNICIAN PREPARATION COURSE -- MANUFACTURING SKILL STANDARDS COUNCIL (MSSC) CERTIFICATION

Series/Course Titles	Hrs	Employment Training Panel (ETP) Qualified	ETP Eligible Companies Only	Start Date	End Date	Time	Trainer	Register
Foundational-Level Certified Logistics Associate (CLA) Certificate Prep Course: This course prepares the student to take the CLA exam through MSSC.	36	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues 7/7 & Thurs	Thurs. 8/20	9:00am - 12:00pm	Servando Gereau	CerritosTrainsU@cerritos.edu
Mid-Level Technical CLT Certification Prep Course (CLT). Prerequisite: CLA Certificate Prep Course. This course prepares the student to take the CLT exam through MSSC.	36	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues 9/1 & Thurs	Thurs. 10/8	9:00am - 12:00pm	Servando Gereau	CerritosTrainsU@cerritos.edu

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Lean

Series/Course Titles	Hrs	Employment Training Panel (ETP) Qualified	ETP Eligible Companies Only	Start Date	End Date	Time	Trainer	Register
Lean Six Sigma Green Belt: Lean Six Sigma is a culture of improvement, innovation and leadership, combining the principles of Lean and Six Sigma into a cohesive and powerful skill set to drive positive results.	80	Eligible for ETP Funding Program	ETP Eligible Companies Only	Thurs. 7/30	Thurs. 12/17	5:00pm - 9:00pm	Mike Letson	CerritosTrainsU@cerritos.edu

Computer Skills

Series/Course Titles	Hrs	Employment Training Panel (ETP) Qualified	ETP Eligible Companies Only	Start Date	End Date	Time	Trainer	Register
Excel - Introduction	10	Eligible for ETP Funding Program	ETP Eligible Companies Only	Mon. 7/27	Mon. 8/24	10:00am - 12:00pm	Alva Santiago	CerritosTrainsU@cerritos.edu
Excel - Intermediate	12	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues. 7/21	Tues. 8/25	10:00am - 12:00pm	Alva Santiago	CerritosTrainsU@cerritos.edu
Excel - Advanced	12	Eligible for ETP Funding Program	ETP Eligible Companies Only	Thurs. 7/23	Thurs. 8/27	10:00am - 12:00pm	Alva Santiago	CerritosTrainsU@cerritos.edu

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Safety

Series/Course Titles	Hrs	Employment Training Panel (ETP) Qualified	ETP Eligible Companies Only	Start Date	End Date	Time	Trainer	Register
OSHA 10 (Card upon completion)	10	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues. & Thurs. 8/11	Thurs. 8/20	1:30pm - 4:00pm	Servando Gereau	CerritosTrainsU@cerritos.edu
OSHA 10 (Card upon completion)	10	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues. & Thurs. 9/15	Thurs. 9/24	1:30pm - 4:00pm	Servando Gereau	CerritosTrainsU@cerritos.edu

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Business Skills

Frontline Leadership Certification (modules can be taken as "stand alone" or all three can be combined for a Certificate)

Series/Course Titles	Hrs	Employment Training Panel (ETP) Qualified	ETP Eligible Companies Only	Start Date	End Date	Time	Trainer	Register
Module 1: <u>Managing Oneself (10 hours):</u> Learn task and project management, priority/time management, delegation, and stress management.	10	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues. & Thurs. 7/21	Tues. 8/04	1:00pm - 3:00pm	Dr. Barbara Sweet	CerritosTrainsU@cerritos.edu
Module 2: <u>Leading Others (10 hours):</u> Learn about motivation/influence, emotional intelligence, communications, and performance management.	10	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues. & Thurs. 8/6	Thurs. 8/20	1:00pm - 3:00pm	Dr. Barbara Sweet	CerritosTrainsU@cerritos.edu
Module 3: <u>Building Successful Teams (10 hours):</u> Learn about communication styles at work, conflict resolution, team building, and change management.	10	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues. & Thurs. 8/25	Tues. 9/8	1:00pm - 3:00pm	Dr. Barbara Sweet	CerritosTrainsU@cerritos.edu

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Fleet Management Alternative Fuel Series

Series/Course Titles	Hrs	Employment Training Panel (ETP) Qualified	ETP Eligible Companies Only	Start Date	End Date	Time	Trainer	Register
Inventory Management: Training will cover the types of inventory, and key considerations for ordering and replenishment, storing, and measuring inventory.	8	Eligible for ETP Funding Program	ETP Eligible Companies Only	Tues. 7/28	Thurs. 8/18	10:00am - 12:00pm	Mike Letson	CerritosTrainsU@cerritos.edu
Total Productive Maintenance (TPM): This training will focus on the teamwork approach to maintenance, developing maintenance plans, and performance tracking tools.	8	Eligible for ETP Funding Program	ETP Eligible Companies Only	Wed. 7/29	Wed. 8/19	10:00am - 12:00pm	Mike Letson	CerritosTrainsU@cerritos.edu
Labor Productivity: During this training, we will cover time management, labor inputs, flow, and measurement techniques.	8	Eligible for ETP Funding Program	ETP Eligible Companies Only	Thurs. 7/30	Thurs. 8/20	10:00am - 12:00pm	Mike Letson	CerritosTrainsU@cerritos.edu

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Other Courses Available!

Courses can be conducted on-site based on safety precautions at your company facility or delivered directly to your employees through the flexible online format.

Please Contact Us at CerritosTrainsU@cerritos.edu or Visit www.CerritosTrainsU.com