KEYS TO A BETTER FUTURE

AT GOODWILL, WE CAN WORK WITH YOU TO CREATE A CUSTOMIZED PLAN TO HELP YOU REACH YOUR CAREER GOALS.

THROUGH OUR COMPUTER AND CUSTOMER SERVICE TRAINING (CCST) COURSE YOU’LL RECEIVE TRAINING IN:

TECHNICAL SKILLS
* Microsoft Windows
* Microsoft Word
* Microsoft Outlook

HUMAN RELATIONS
* Communication Skills
* Time Management
* Customer Service

CAREER PREPARATION
* Resumé Writing
* Interviewing
* Job Searching

GRADUATES OF CCST RECEIVE 1-ON-1 PERSONAL CAREER ADVISEMENT WITH A WORKFORCE PROFESSIONAL THAT WILL HELP YOU FIND A JOB!

CCST IS JUST ONE OF THE MANY WAYS WE CAN HELP YOU ACHIEVE SUCCESS!

REGISTER TODAY AT A GOODWILL CAREER CENTER NEAR YOU (SEE REVERSE FOR A COMPLETE LIST OF LOCATIONS) OR FOR MORE INFORMATION CALL (602) 535-4444.
Equal Opportunity is the Law
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