

AdvancEd Manufacturing & Construction
Tuition Free 6-week pre-employment readiness & skills training

Monday	Tuesday	Wednesday	Thursday	Friday	Certifications
Week 1					
1.1 Orientation & Welcome	Computer Literacy	Worker H&S WHMIS*	PPE*; Respectful Workplace*; & Employment Standards Act and Human Rights	Equipment and Machinery Awareness and Safety	WHMIS (Norcat); "Worker Health and Safety Awareness in 4 Steps" (MLTSD); Respectful Workplace (Norcat);Personal Protective Equipment; Lockout/Tagout (Acute Environmental)
Personality Dimensions Learn about yourself and identify matched career opportunities	Resume Workshop Skills Inventory	Repetitive Strain & Injury prevention	Career Cruising and Career Planing	Lockout/Tag out Certification*	
Week 2					
Virtual Reality Equipment Training	Mock Interviews and Prep for Job Trial Interviews	Confined Space Entry*	Hand-on training with tools from the workplace	Customer Service Excellence*	Confined Space Entry Certificate (Acute Environmental Services); Customer Service Excellence Certificate;
Job Search and Interview Preparation	Math in the Workplace		Local Employer presentations to Job Seekers & Virtual Site Tour		
Week 3					
Work Experience Ready training	Working at Heights Certification*	Documents and Instructions in the Workplace	Hand-on training with tools from the workplace	Communications; Generational Gap; Diversity & Inclusion	Working at Heights (Fleming College), Amatrol Tool Trainer Certificate??
Working at Heights		Positive Thinking, Confidence & Adaptability; Managing Stress; Mental Health		Speedbumps, Potholes & Roadblocks; New Employee Jitters and Fear	
Week 4					
Basic First Aid/CPR-C	Basic First Aid/CPR-C Certificate*	Financial Literacy	Teamwork, Problem Solving and Critical Thinking; Time Management	Preparing for the Workplace; Professional Work Relationships; & Job Retention	Standard First Aid with CPR Level C Certificate (Red Cross) AdvancEd Job Skills Training SAO Certificate
		Technical Skills for the Workplace Review	Healthy Active Living and Good Manufacturing Practices	A graduate certificate ceremony with family, friends and instructors	
Week 5					
Job Trial with Employer: The job seeker will join the company for a job trial and get to try out the job					
Week 6					
Second Week of Job Trial With Employer: Upon successful completion of the job trial, the Employer may offer the job seeker a paid position with the company					

* Modules with an asterisk is training that will provide the Job Seeker with a micro-credential or certificate.