



# CLASSES

Our training courses emphasize gaining industry standard skills in customer service, communication strategies and professionalism in the workplace. Curriculum includes basic math, maintaining reports and computer technology skills. Additionally, students learn effective time-management and handling multitasking efficiently.

Upon completion of the training program, each student is prepared to enter the workforce with a firm understanding of the labor market occupations and skill sets required to obtain employment. Students are also referred to employers who hire from our graduation pool.

## NOVEMBER/DECEMBER 2023

Inventory Control/Logistics  
Mondays and Wednesdays  
9:00AM-1:00PM  
Begins: November 13 - Ends: December 13  
No Class Week of Thanksgiving

Call Center/Telephone Services  
Tuesdays and Thursdays  
9:00AM-1:00PM  
Begins: November 14 - Ends: December 14  
No Class Week of Thanksgiving

Food Service Individualized Training  
By Appointment



## Pacific Coast Community Services

Pacific Coast Community Services is a 501 (c) 3 non-profit organization, whose mission is to provide training and long-term employment for veterans, persons with disabilities, and those re-entering the workforce.