



WALLACE
COMMUNITY
COLLEGE

Workforce Development Dothan Summer 2019

SHORT-TERM TRAINING

CERTIFIED NURSING ASSISTANT

This 25-day program combines classroom instruction and hands-on application of patient care skills. Upon completion, participants will be eligible to sit for the Nurse Aide Registry Examination.

Instructors: Liz White

Mon - Fri, June 3 - July 9 5:00 p.m. - 9:00 p.m.

Mon—Fri, July 29—Sept. 3 5:00 p.m. - 9:00 p.m.

Fee: \$875 (includes textbook and Nurse Aide Registry exam fees)

WIOA approved

Location: Gary Hall Room 141 (Dothan Campus)

To register, students must have a high school diploma or equivalent.

Attendees must purchase two sets of uniforms prior to class start date (not included in fee). Attendees must also provide a multi-state background check prior to admission to program (not included in fee). Students are required to provide proof of a clear, two-step TB skin test at time of admission.

EYE CARE ASSISTANT PROGRAM

The eye care assistant is an important member of the eye-care team and supplies vital information to the treating physician. A high school diploma or equivalent is required to enter this 14-week program.

Instructors: Ashley Dunn

Mon/Wed, Sept. 9 – Dec. 11 6:00 p.m. - 8:30 p.m.

Fee: \$1,675 (includes textbook and all other course fees)

WIOA approved

Location: Gary Hall Room 133 (Dothan Campus)

MEDICAL BILLING ASSISTANT

This 5-week program was developed to train or enhance your knowledge of the front desk in a busy medical practice. Learn about insurance verification, proper co-pay collections, insurance policies, and proper methods for the recovery and maintenance of the revenue cycle.

Instructor: Laura Anderson

Tue/Thu, May 28 - June 27 6:00 p.m. - 8:00 p.m.

Fee: \$ 600 (includes handouts)

Location: Gary Hall Room 131 (Dothan Campus)

Please call 334-556-2414 to register or for more information.

UPCOMING COURSES

DENTAL ASSISTANT PROGRAM

This 20-week contains both classroom lecture and hands-on skills training. Students will learn x-ray techniques, making impressions and molds, dental anatomy, instrumentation, dental office protocols, and more.

Instructors: Jan Taylor, Sandi Davis, and Lindsey Strickland

Tue/Thu, July 23 - Dec 12 6:00 p.m. - 9:00 p.m.

Fee: \$2,050 (includes textbook and supplies)

WIOA approved

Location: Gary Hall Room 143 (Dothan Campus)

Application packets for Jan. 2020 will be available beginning Aug. 19 through Oct. 18, 2019. Interested students must turn in a completed application packet in order to be interviewed for acceptance into the dental assistant program.

PRE-APPRENTICE LINEWORKER TRAINING PROGRAM

This seven-week, 280-hour program prepares students for entry-level employment with power companies, electric cooperatives, municipal power agencies, and electrical contractors. This program requires physical stamina; student weight limit is 275 lbs.

Instructor: Mike Evans

Mon - Fri, June 3 - July 23 8:00 a.m. - 4:00 p.m.

Fee: \$3,500

WIOA approved

Location: Bldg 515 (Dothan Campus)

To register, student must have a high school diploma or equivalent.

Students must obtain a Department of Transportation (DOT) Physical examination and a two-year driving history from the State Troopers office with no more than two moving violations in the past two years.

INDUSTRIAL WELDING

This 12 week course prepares students for employment in the Welding industry as structural welders in a production environment. Students will gain hands on experience with Oxy-fuel cutting, Plasma Arc Cutting, Gas Metal Arc Welding as well as an overview of blueprint reading and basic mathematics. Program includes a wide variety of welding experiences for structural and production welding. Students can exit the 12-week program with an AWS welding certification.

Instructor:

Mon - Thu, Aug. 26—Nov. 18 5:00 p.m. - 8:00 p.m.

Fee: \$3,500 (includes textbooks, tool kit and fees)

Location: Bldg 125 (Dothan Campus)

SHEET METAL TECHNICIAN

This 10 week course trains students in the fundamentals of sheet metal shop operation. Shop safety and shop operation practices will be covered. Correct operation of sheet metal hand tools, rotary machines, power shear and roll forming machines are included in lab work. Fundamentals of sheet metal layout will be practiced and applied to fabrication scenarios as well as have an overview of basic mathematics and blueprint reading.

Mon - Thu, Aug. 5—Oct. 10 5:00 p.m. - 8:00 p.m.

Fee: \$2,000 (includes textbook and tool kit)

WIOA approved

Location: Bldg. 473 (Dothan Campus)

NEW SHORT-TERM TRAINING PROGRAM

MANUFACTURING SKILLS STANDARD COUNCIL (MSSC) CERTIFIED LOGISTICS ASSOCIATE (C.L.A.)

This 4-week course prepares students for employment in the Warehousing and Logistics environment. Students will learn work functions in the supply chain logistics life cycle, environment, material handling equipment, safety principles, safe material handling, quality control, teamwork and workplace behavior to solve problems, using computers as well as specific soft skills associated with the Warehousing and Logistics environment. Successful completers will earn the nationally recognized MSSC Certified Logistics Associate certification and will be guaranteed interviews with 6 area logistics and warehousing businesses.

June 4—June 27

Aug. 27—Sept. 19

Week 1 & 2 meets Tue/Thu 5:00 p.m. - 8:00 p.m.

Week 3 & 4 meets Mon/Tue/Wed, 5:00 p.m. - 8:00 p.m.

Fee: FREE

Location: Gary Hall Room 133 (Dothan Campus)

SPECIAL INTEREST

INTRODUCTION TO WELDING

This 5-week course introduces participants to basic welding and cutting techniques. Emphasis is placed on Oxy-fuel cutting, Shielded Metal Arc Welding, Gas Metal Arc Welding and Gas Tungsten Arc Welding. Upon completion participants should be able to perform welding and cutting activities that are conducive to the home hobbyist or farm applications.

Instructor: Joey Jackson

Saturday's only, June 1 - June 29 7:30 a.m. - 12:30 p.m.

Saturday's only, Aug. 10 - Sept. 7 7:30 a.m. - 12:30 p.m.

Fee: \$300 (includes handout)

Location: Bldg. 125 (Dothan Campus)

CUSTOMIZED TRAINING FOR BUSINESS & INDUSTRY

Wallace Community College offers customized training courses for area businesses. Training topics include first time supervisor, communications, business ethics, teambuilding, train the trainer, time management, and computer applications. The College also offers customized courses in welding, CPR, plumbing, carpentry, and others.

No matter what training need may arise within an organization, Wallace Community College stands ready to provide quality training when it is required!

Call 334-556-2203 or visit

www.wallace.edu/community_services/workforce_development

READY TO WORK

Employers are searching for workers that have skills including work ethics, communication skills, problem solving skills, and the ability to show up for work on time. Employers also value employees who possess computer skills and customer service skills. This 6-week FREE course helps prepare job seekers in all of these important job skill areas.

Instructor: Betty Dickens

Mon. -Thurs, June 10—July 22 8:30 a.m. - 12:30 p.m.

Fee: FREE

Location: Alfred Saliba Family Service Center, 301 W. Lafayette St.
Please call 334-556-2414 for more information or to register.

WORKKEYS®

Developed by ACT®, which created America's most widely accepted college entrance exam, the [WorkKeys®](#) system provides employers, schools, students and community organizations with a common language for building a higher-skilled, higher-paid workforce. [WorkKeys®](#) stresses skills development important for virtually every type of job or career imaginable. Wallace Community College is a [WorkKeys®](#) Solution Provider.

Testing Schedule:

Tue, June 4 8:00 a.m. - noon

Tue, July 9 8:00 a.m. - noon

Tue, Aug. 6 8:00 a.m. - noon

Tue, Sept. 10 8:00 a.m. - noon

Testing Fees Vary

Location: Gary Hall Room 131 (Dothan Campus)

Applicants must pre-register by calling 334-556-2414.

Are You Interested In Online Courses?

[www.wallace.edu/community_services/workforce_development/
online_certificate_courses](http://www.wallace.edu/community_services/workforce_development/online_certificate_courses)

<http://careertraining.ed2go.com/wallace/>