

Does your business need training?

Johnston Community College Customized & Corporate Training



Six Sigma White Belt Training

WHAT: Lean Six Sigma White Belt is an ideal training for manufacturing managers, supervisors, executives and other key office personnel. This training is an introduction to Lean and Six Sigma methodologies that rely on a collaborative team effort to improve performance by systematically removing waste and defects in product development. Use of these processes leads to higher levels of customer satisfaction with long term customer relationships. Participants will walk away with the ability to solve small, pre-existing issues in workflow processes within their organizations.

WHEN: Tuesday, March 8, 2016 – 9am – 3pm (1 hour lunch break)

WHERE: Johnston County Workforce Development Center, Clayton

MS Excel Tips and Tricks

WHAT: MS Excel is an important tool in today's workplace. Increase your net worth by learning some tips and tricks that will make you stand out and be noticed for your Excel spreadsheets. These ideas will enable you to spend less time in Excel so that you can concentrate on other tasks that need attention. All the while, your spreadsheets will be visually correct, easy to digest, and great conveyors of information.

This session is designed for the professional that has general Excel knowledge and uses it regularly.

WHEN: Wednesday, March 23, 2016 – 9am – 12pm

WHERE: Johnston County Workforce Development Center, Clayton

To register:

Call (919) 209-2591

or email:

rsandrews@johnstoncc.edu

Location:

Johnston County Workforce
Development Center
135 Best Wood Drive
Clayton, NC 27520

<http://www.johnstoncc.edu/about/workforce/index.aspx>



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