

## SKILLS TRAINING CENTRE

# Course Schedule

## July to September 2019

**DIVERSEcity's Skills Training Centre offers training courses to help jobseekers enter the workforce with job-ready skills, information and confidence!**

- Courses are:**
- Taught by industry experts who teach the latest in-demand skills
  - Open to all jobseekers (Canadian citizens, immigrants and temporary residents)
  - One to five days in length
  - 9:30 am – 3:30 pm (except Sage 50, SuperHost Training and Financial Customer Service Training, which are 9 am – 4 pm)
  - Fee-based (subsidies may be available through WorkBC)
  - Located at our City Centre Campus (#214 – 10070 King George Blvd., Surrey, BC) near the SkyTrain

Course Name	Fee	July	August	September
Computer Skills for Office Administration (5 days)	\$600	15 – 19 (Full)	12 – 16	16 – 20
Customer Service & Cashier Training (3 days)	\$350	3 – 5 (Full) 24 – 26 (Full)	6 – 8 20 – 22	25 – 27
SuperHost Training (1 day)	\$150			12, 30
Financial Customer Service Training (2 days)	\$350	30 – 31	27 – 28	
Basic Computer Skills (3 days)	\$350		7 – 9	
Advanced MS Excel (2 days)	\$300	8 – 9		
Sage 50 Accounting Modules (4 days)	\$950		10, 17, 24, 31	7, 14, 21, 28

**Please note:** schedules, location and times are subject to change. Please check [drsc.ca/STC](http://drsc.ca/STC) for the most current schedule and our refund policy.



**In-depth course overviews  
available at [dcrs.ca/STC](http://dcrs.ca/STC)**

### REGISTER

- 📞 604-547-2010
- ✉️ [skillstraining@dcrs.ca](mailto:skillstraining@dcrs.ca)
- ➔ [dcrs.ca/STC](http://dcrs.ca/STC)

When registering by email, please include your full name, email address and phone number.