

## SKILLS TRAINING CENTRE

# Course Schedule

**April to June 2020**

**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 and Financial Customer Service Basics, which are 9 am – 4 pm )
  - Fee-based (subsidies may be available through WorkBC)

Course Name	Fee	April	May	June
Customer Service & Cashier Basics (3 days)	\$350	6 – 8	4 – 6	8 – 10
Essential Computer Skills for the Workplace (5 days)	\$600	April 27 – May 1	25 –29	15 – 19
Microsoft Excel Essentials (2 days)	\$300	29 – 30	27 – 28	17 – 18
Intro to Sage 50 Accounting Modules (4 days)	\$950	4, 11, 18, 25		6, 13, 20, 27
Financial Customer Service Basics (2 days)	\$350	April 30 – May 1	28 – 29	25 – 26
SuperHost Foundations of Service Quality (1 day)	\$120	21	26	30
Basic Computer Skills (3 days)	\$350	14 – 16		1 – 3

Please check [drsc.ca/STC](http://drsc.ca/STC) for the most current schedule, in-depth course overviews and our refund policy. Schedules, location and times are subject to change.



Skills Training Centre courses are held at DIVERSEcity Community Campus  
13455 76 Avenue, Surrey, BC

### 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.