

SKILLS TRAINING CENTRE

Course Schedule

January to April 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; and Traffic Control, which is 9 am – 4:30 pm)
- Fee-based (subsidies may be available through WorkBC)

Course Name	Fee	January	February	March	April
Customer Service & Cashier Basics (3 days)	\$350	13 – 15	10 – 12 (Full) 25 – 27	10 – 12	
Essential Computer Skills for the Workplace (5 days)	\$600	20 – 24 (Full)	3 – 7* 24 – 28	March 30 – 31 + April 1 – 3	
Microsoft Excel Essentials (2 days)	\$300	22 – 23	26 – 27		1 – 2
Intro to Sage 50 Accounting Modules (4 days)	\$950	January 25 + February 1, 8, 15		March 7, 14, 21, 28	
Financial Customer Service Basics (2 days)	\$350	29 – 30	26 – 27	25 – 26	
Advanced Microsoft Excel (2 days)	\$300		20 – 21		
Advanced Microsoft Word & PowerPoint (2 days)	\$300		18 – 19		
Traffic Control Training (2 days)	\$250			9 – 10	
Basic Computer Skills (3 days)	\$350		3 – 5		
SuperHost Foundations of Service Quality (1 day)	\$120	28		17	

Please check 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

* This course (Feb 3 – 7) will be held at our City Centre Campus (10070 King George Boulevard Surrey, BC)

REGISTER

- 📞 604-547-2010
- ✉️ skillstraining@dcrs.ca
- ➡️ dcrs.ca/STC

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

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