


Employee Training


Developing talent within.

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- BUSINESS**
- Accounting Basics
 - Customer Service
 - Managing Multiple Priorities
 - Resolving Conflict

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- COMPUTER**
- Computer Literacy
 - Microsoft Excel, Word, PowerPoint, Access, and Outlook
 - QuickBooks

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- HEALTH CAREERS**
- Emergency Medical Services (ACLS, PALS, ITLS, EMR, and CPR)
 - Medical Professional Development

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- SOFT SKILLS**
- Communication/ Interpersonal Skills
 - Interacting with Others
 - Leadership
 - Decision Making
 - Professionalism in the Workplace
 - Responsibility

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- INDUSTRIAL**
- Fire Extinguisher
 - Forklift
 - Lean Manufacturing
 - Safety & Accident Prevention
 - Scaffold Training
 - Truck Driving
 - Visible Emissions
 - Welding


Customized Training Areas

Victoria College trains all types of employees including front-line staff, middle management, and supervisors. From 1 person to groups of 35.

Scheduling is at your convenience, including nights, weekends, or early mornings. Training can be conducted at your location or at various Victoria College facilities.

Ask us about other training opportunities not listed.

 **Visit**
Emerging Technology Complex
Conference and Education Center, Ste 309
7403 Lone Tree Road
Victoria, TX 77905

 **Call**
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