

BUSINESS, COMMUNITY & ADULT PROGRAMS

Economic Development/ Corporate Training Center

The Economic Development Department, also known as the Cerritos College Corporate Training Center (CTC), delivers customized workforce training for businesses across high-demand industry sectors, including Aerospace, Business and Management, Construction, Food Production, Logistics, Manufacturing and others. We design practical, results-driven training solutions that are customized and cost-effective to meet each company's specific objectives. Training can be delivered online, on-site at your company facility, or on the college campus. Bilingual training is available for many of the courses.

Most requested training topics include:

- Business and Management Skills:
 - Supervisory and Leadership, Team Building, Communication Skills, Conflict Resolution, Navigating Change, Negotiation, Performance Management, Project Management, Time Management
- Manufacturing Skills:
 - Blueprint Reading and GD&T, CNC Fundamentals, Quality and Inspection Techniques, Basic Industrial Maintenance, Programmable Logic Controllers (PLCs), Welding, Soldering, Shop Math & Measuring
- Computer Skills:
 - Microsoft 365, Engineering Software, Artificial Intelligence (AI) Training for the Workplace
- Continuous Improvement:
 - Lean Manufacturing and Lean Office, Six Sigma, Kaizen, Process Improvement, 5S, Root Cause Analysis
- Literacy and Communication Skills:
 - Business Writing, Having Difficult Conversations, Presentation & Facilitation, Team Building, Problem Solving
- Sales and Customer Service:
 - Strengthen client relationships, boost retention, and drive business growth
- Safety and Compliance including certifications:
 - OSHA 10 and 30, Good Manufacturing Practices (GMPs), Harassment Prevention, HAZWOPER, Safe Quality Food (SQF), Hazard Analysis and Critical Control Points (HACCP)

ETP State funding may be available to offset training costs. For more information, please visit us online at www.CerritosTrainsU.com (<http://www.CerritosTrainsU.com>), email us at CerritosTrainsU@Cerritos.edu or call us at (562) 860-2451, Ext. 2510 or 2511. We help businesses compete and succeed!

Continuing Education: Adult Education & Diversity Programs

The Continuing Education Division at Cerritos College offers a variety of adult education courses that provide educational opportunities that address the unique needs of adults in the region. Adult Education courses offered through the Continuing Education Division include noncredit, open entry, open exit, and have No Registration Fees. Bilingual English

and Spanish support is provided. Adult Education courses include categories such as:

- Apprenticeship: Painters & Field Ironworkers
- Electrician Trainee Program: Whole Residential Electrician & Non Residential Lighting Technician
- OSHA 10 Training
- Energy Corps & Renewable Energy: California Conservation Corps
- Career Skills
- College English Skills
- College English Support
- College Math Support
- Courses for Immigrants – Citizenship
- GED A & B, English & Spanish
- Elementary and Secondary Basic Skills – GED
- English as a Second Language (Basic to Advanced, 4 levels)
- High School Credit Recovery Program at Local High School Districts
- Literacy, Primary, and Secondary Education – Plaza Comunitaria
- Occupational Preparation
- Older Wiser Learner (OWL)
- Preparatory Math
- Survival ESL (Conversation A & B)
- Vocational English as a Second Language

OWL courses are designed to meet the special needs of older adults. OWL courses are noncredit, open entry, open exit, and have No Registration Fees. Courses include:

- Computers
- Memoir Writing
- Senior Topics
- Stress Management for Older Adults (Chair Exercise)
- Stress Management for Older Adults (Balance & Mobility)
- Stress Management for Older Adults (Tai Chi, Yoga)
- Stress Management for Older Adults (Self Defense)

Cerritos College Adult Education programs also provide access and opportunities for Adult Education students to enter credit, orientation, and workforce college programs.

Services include one-stop registration, assessment, and counseling. For more information call (562) 467-5098.

Continuing Education: Community Education

The Cerritos College Continuing Education Division offers Community Education Courses that promote lifelong learning for the general population. This program provides fee-based, not-for credit classes, workshops and programs that can be taken by members of our community of any age (from 18 to 90+ years).

We have a wide variety of course offerings for adults in the topic areas of professional development, entrepreneurship and career, personal enhancement, healthy living, enrichment and interests and motorcyclist training programs. For those under the age of 18, we offer classes in academics, art, music, athletics, and movement. For this age group, we also have a well-established and reputable Summer College for Youth

program where students can choose from over 200 classes, and runs for 6-8 weeks in the summer.

The Community Education Program offers classes throughout the year – the schedule of classes is published three times a year and mailed out to over 100,000 homes in our community. You can always come by our office to pick up a copy of our latest printed schedule or visit us on the web at www.CerritosCommunityEd.com (<http://www.CerritosCommunityEd.com>) to see all that we have to offer.

We are located in the Community Education building in the southwest corner of campus, north of New Falcon Way. Our office hours are Monday through Friday 8 a.m. – 5:00 p.m. and Saturday 8:00 a.m. – 1 p.m. For more information call (562) 467-5050.