

BUSINESS AND INDUSTRY

Program Coordinator
Ken Warden

Business and Industry Training

The Business and Industry Training Program strives to meet the needs of the service community by providing instruction appropriate to the needs of area businesses. Training programs are customized to the requests of the specific business. Assistance establishing appropriate instruction opportunities for individuals and groups as well as assistance securing training grant funds is available.

Mission

The Arkansas Tech University – Ozark Business and Industry Training Program, in partnership with the community, will increase economic development and create a more efficient and effective workforce by meeting the training needs of areas businesses and industries, as well as by providing open enrollment courses of instruction.

Non-credit Instruction

Instruction is customized to the needs of a specific business. Examples of some of the non-credit courses offered include:

Communication

Conflict Resolution
Motivating Employees
Problem Solving
Running Effective Meetings

Computer Skills

Microsoft Excel
Microsoft Word
Microsoft Powerpoint
Microsoft Windows

Leadership and Strategy

Diversity
Sales and Marketing Optimization
Strategy Development
Team Building
Time Management

Manufacturing

Lean Manufacturing/Lean Office
Quality Systems (ISO, etc)
Six Sigma, Lean Six Sigma

Miscellaneous

Conversational Spanish
Environmental, Health and Safety (OSHA, ROHS-WEE, etc.)
Finance and Accounting

Paramedic/EMS

Advanced Cardiac Life Support
Basic Life Support CPR Classes
Basic and Advanced EMS Training Refresher
Basic and Advanced Prehospital Trauma Life Support
Pediatric Advanced Life Support

Technical Skills

Welding
Industrial Controls
Hydraulics, Pneumatics
Maintenance (mechanical or electrical)