



GET TRAINED TO WORK *as an* OFFICE SPECIALIST

Train for a good job with a great career path!

With PPL's **free** Office Specialist training program, you'll build computer and professional skills to prepare for positions like Office Specialist with a wage range of **\$15–\$21/hr**. You'll also get a hands-on learning experience at **Hennepin County**, providing customer service and organizing and preparing materials to support county services.

This is for you because you have:

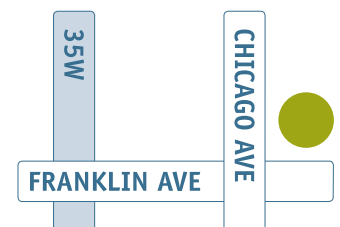
- A high school diploma or GED **AND**
- One and a half years of clerical office experience*

**College coursework may be considered for a portion of the required work experience on a case-by-case basis*

Join us Monday morning to find out more!

How to Apply

Start your application by attending our one-hour Information Session **held every Monday morning at 9 a.m.** at the PPL Learning Center, 1925 Chicago Avenue in Minneapolis.



MTC Buses:
#2, #5, #9

PPL PPL Learning Center

1925 Chicago Avenue, Minneapolis, MN 55404 • 612.455.5300 • www.ppl-inc.org/learningcenter





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