

Kickstart your career in HEALTHCARE CLERICAL

A PPL TRAIN TO WORK PROGRAM

CLASS DESCRIPTION:

Use your administrative skills to start a career in healthcare! PPL's **free** Healthcare Clerical program is here to prepare you for clerical and administrative positions in the growing healthcare field.

You'll get CPR and First Aid certification, training on how to succeed in a healthcare setting, and **hands-on experience** through a two-week job shadow in a clinic or hospital.

THIS IS FOR YOU IF YOU HAVE:

- A high school diploma or GED
- At least one year of work experience in a clerical or administrative capacity in the last five years
- A desire to enter the healthcare field



**Program begins
March 11th, 2019**

*PPL is an equal opportunity program provider.
A proud partner of the American Job Center Network.*

HOW TO APPLY

Start your application by attending our one-hour information session held every Monday morning at 9:00 AM at the **PPL Career Center**, 1021 E Franklin Avenue in Minneapolis. MTC Buses: #2 and #9



PROJECT FOR PRIDE IN LIVING

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