### Kickstart your career in

## HEALTHCARE CLERICAL

A PPL TRAIN TO WORK PROGRAM

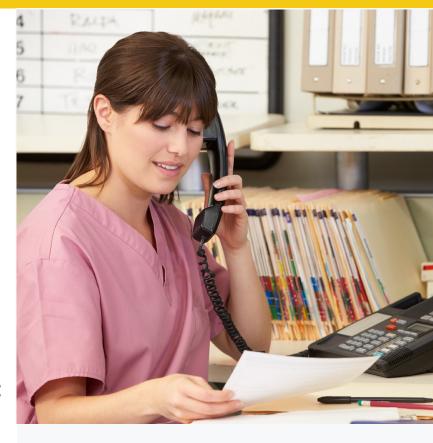
#### **CLASS DESCRIPTION:**

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 October 7th, 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



