

Prepare for a career in **PUBLIC SECTOR ADMINISTRATION +** A PPL TRAIN TO WORK PROGRAM

CLASS DESCRIPTION:

Train for a good job with a great career path! With PPL's **free**, 6-week Public Sector Administration Plus training program, you'll focus on building computer and professional skills to prepare you for office positions in the public sector.

You'll also get a hands-on learning experience with employers such as the **State of Minnesota and University of Minnesota**, providing customer-focused service, along with organizing and preparing materials to support government or non-profit functions.

THIS IS FOR YOU IF YOU HAVE:

- A high school diploma or GED
- At least six months of office or clerical experience
- A desire to work in office administration



Program begins April 22nd, 2019

***Application must be completed by the
week of April 8th**

*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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