

## For Accountants, Bookkeepers, Administrators, Human Resource Professionals

- Basic Bookkeeping
- Introduction to Canadian Payroll

*Basic Bookkeeping is a prerequisite for the following three courses:*

- QuickBooks
- Sage 50 (formerly Simply Accounting)
- Sage 300 (formerly ACCPAC)

## For Engineers, Architects, Technicians/Technologists

- Intro AutoCAD
- Intro SolidWorks

## JOB PREPARATION

Success Skills Training Centre's vision is to see that all, who come to our career training centre, gain the essential skills to be able to participate fully in the Canadian workplace.

We do this by providing relevant orientation, training, and career counselling, including assistance in helping you obtain applicable work experience, which ultimately leads to desired promotions or employment. We believe in you.

**Talk to us about what you need and your possibilities!**

## Customized Quality Training For Learners and Employers

Success Skills Centre has delivered hands-on employment and career training for its clients since 1985. The Centre expanded its career training services in 2016 by developing separately an innovative, non-profit social enterprise training centre, available to not only to its program clients but also to the public.

Our Training Centre's purpose is designed to meet the varying time need and price affordability of learners than is generally available, meet IT industry standards for professional certification, and delivered by qualified professionals. For .Net Software Developers, we support MCSD.

Our practical courses and programs are geared for the real-world, for high demand jobs. They are applicable immediately, and you are able to complete them in days, weeks to months, depending what is selected and your efforts as a learner, both in and out of the class.

*We offer training for both full-time and part-time study. A weekend schedule is available for you, if you are working during the week or evenings.*

**Whether you are looking for a new career or career advancement, for employment-related courses, career counselling, or up-dating your skills in the new technologies, give us a call.**

## SUCCESS SKILLS TRAINING CENTRE LOCATION

12th Floor, 330 Portage Avenue  
Winnipeg, Manitoba R3C 0C4  
Phone: 204.975.5111  
E-mail: [sstc@successskills.mb.ca](mailto:sstc@successskills.mb.ca)  
Website: [www.w.successskills.mb.ca](http://www.w.successskills.mb.ca)

## SUCCESS SKILLS TRAINING CENTRE

Be Office Smart...

**Take Career-Specific Training  
at Affordable Prices and  
Be Ready Sooner than Later!**

*You may do the following courses one-by-one,  
or as a bundled skill-based program:*

- Cloud Computing Essentials
- Toolkit (MS Outlook and Lync)
- MS Excel (Specific Job-Based)
- MS Word
- Best Practices for Computer Use in the Workplace Communications, Collaboration, and Team Work
- Business Writing

If you sign up for all the courses in any program, you can save 20% on the fee!



***Our fast-track, gap training in high demand occupations is customized to fit employers' and learners' specific needs in today's labour market.***

## BUSINESS-RELATED

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- Business Writing
- Technical Writing
- Customer Service

## ENGLISH LANGUAGE TESTING PREPARATION

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- IELTS
- CELBAN
- CELPIP

## MICROSOFT OFFICE APPLICATIONS

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- MS Office Suite
- MS Excel Level I
- MS Excel Level II
- MS Excel Level III
- Programming Apps with VBA
- MS Word Level I
- MS Word Level II
- MS Word Level III
- MS Outlook
- MS PowerPoint
- MS Project

## JAVA

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- Programming with Java Level I
- Programming with Java Level II
- Programming with Java Level III
- Java Scripts
- JQuery Level I
- JQuery Level II
- Ajax Toolkit
- Java Servlets
- Java Server Pages
- Java Server Faces
- Enterprise Java Beans
- Java Persistence API
- Hibernate
- Web Services
- Spring

## INTEREST COURSES

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- Photoshop Level I
- Photoshop Level II
- Job Search Techniques
- Résumé Renovation (How to Stand Out from the Crowd)
- Customized Cover Letters
- Self-Marketing Skills
- Powerful First Impressions and Interview Skills
- Soft Skills/Cross-Cultural Skills

## WEB/SOFTWARE DEVELOPMENT

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- Programming with C Sharp Level I
- Programming with C Sharp Level II
- Programming with C Sharp Level III
- Structured Query Language Level I
- Structured Query Language Level II
- Structured Query Language Level III
- SQL Integration Services – ETL
- ASP.NET Level (Forms)
- ASP.NET (MVC)
- LINQ to SQL
- ENTITY FRAMEWORK
- Web Services (WCF)
- Windows Applications
- Other courses and bundled program options are available.

## PRONUNCIATION

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Our *Individualized Pronunciation Course* © is especially tailored for our clients.

The course concentrates on the unique pronunciation issues of an individual, relating to workplace and specific mother language, with initial assessment, one-on-one practice and multiple methodologies.

Call us for any of our courses and programs!