

WE CAN HELP YOUR COMPANY

- Provide work skills training for companies of any size based on workplace demand.
- Offer specialized training through your local community college or at your facility.
- Complete and file other state customized training grant applications at **NO COST**.

ABOUT THE PARTNERSHIP

The NJBIA Basic and Employability Skills Workforce Training Program is a partnership of the New Jersey Business & Industry Association, the New Jersey Community College Consortium for Workforce and Economic Development, and the NJ Department of Labor and Workforce Development.

The partners believe that a well-trained and highly skilled workforce is key to New Jersey's future economic growth and prosperity.

To learn more visit: www.njworkforce.org or call: 609-393-9000 ext. 111 or 119.



NEW JERSEY COUNCIL OF
County Colleges



ADDRESS: 330 West State Street
Trenton, NJ 08618

PHONE: (609) 393-9000

FAX: (609) 392-8158

EMAIL: info@njworkforce.org



Developing & Enhancing the Skills of Your Workforce to Succeed in the 21st Century



FREE!

**NJBIA
Basic Skills and
Employability Skills
Workforce Training & Education**

**609-393-9000
www.njworkforce.org**

FREE TRAINING

Improve Basic Skills of Your Employees

- Computers (Windows, Excel, Word, Powerpoint, Outlook, etc.)
- Verbal, Written, and Customer Service Communications
- Mathematics & Measurement
- English as a Second Language
- Spanish in the Workplace

Enhance Employability Skills of Your Employees

- Team Building
- Problem Solving
- Supervisory Skills
- Personal Management & Business Professionalism
- Development of Good Management Skills
- Time Management

*The training classes can be held at one of more than 70 community college locations throughout the state or at your facility.

Photo on Front Cover By: Saad Faruque

PROGRAM HIGHLIGHTS

- Tuition funded by NJLWD grants
- No company financial data required
- Employees may need to be paid during normal business hours
- To participate in the program your company must be a registered NJ business and in compliance with NJ tax law
- Open enrollment classes at a college near you to accommodate individual employees or dedicated training at your facility (minimum of 10 employees)
- Proven success: Since inception in 2009, 5300 companies sent over 74,000 employees to take advantage of this training

Contact Your Local Community College to Get Started

Atlantic Cape Community College
Esther Gandica
gandica@atlantic.edu
(609) 343-5651

Bergen Community College
Christine M. Gillespie
cgillespie@bergen.edu
(201) 879-8919

Brookdale Community College
James McCarthy
jmccarthy@brookdalecc.edu
(732) 224-2186

Burlington County College
Roy Miller
rmiller@bcc.edu
(856) 222-9311 x 4523

Camden County College
Carol McCormick
cmccormick@camdencc.edu
(856) 374-4908

County College Of Morris
Bob Lipka
rlipka@ccm.edu
(973) 328-5185

TRAIN YOUR EMPLOYEES NOW

Cumberland County College
Vicki Simek
vsimek@cccnj.edu
(856) 776-2370

Essex County College
Maureen Behr
behr@essex.edu
(973) 877-3330

Hudson County Community College
Ana Chapman
achapman@hccc.edu
(201) 360-4242

Mercer County Community College
Lori Crocker
lcrocker@mercerinstitute.com
(609) 570-3612

Middlesex County College
Regina Riccioni
rriccioni@middlesexcc.edu
(732) 906-4681

Ocean County College
Michael Forcella
mforcella@ocean.edu
(732) 255-0400 x 2157

Passaic County Community College
Michael Powell
mpowell@pccc.edu
(973) 684-6136

Raritan Valley Community College
Joanie Coffaro
jcoffaro@raritanval.edu
(908) 526-1200 x 8639

Rowan College at Gloucester County
Allen Magid
amagid@rcgc.edu
(856) 468-5000 x 5503

Salem Community College
Mary Ellen Hassler
mhassler@salemcc.edu
(856) 351-2651

Sussex County Community College
Alberta Jaeger
ajaeger@sussex.edu
(973) 300-2176

Union County College
Lisa Hiscano
hiscano@ucc.edu
(908) 965-2358

Warren County Community College
Maija Amaro
mamaro@warren.edu
(908) 835-4029

You can also contact the NJ Community College Consortium
609-393-9000
ext. 111 or 119