



# VOLUNTEER STATE

COMMUNITY COLLEGE

## *Workforce Training and Development*

### *Retool Your Most Valuable Resource - Your Human Resource!*



#### **Business & Industry Institute**

The Business and Industry Institute, a contract training arm of the Division of Workforce and Economic Development, provides workforce training opportunities in support of the economic development of the College's service region. Short courses and workshops, drawn from industry recognized content as well as customized content, are designed to improve workplace knowledge and skills for career entry, career sustainment, and career advancement.

#### **The Contract Training Option**

##### **Customized Contract Training**

The customized contract training option, designed to meet the *specific* business culture, number of employees, schedule, and priorities, is tailored for each business or agency. Comprehensive services provided by the B & I include:

- Consulting
- Customized Curriculum Design
- Scheduling and Course Delivery
  - Assessment
- Certificates of Completion
  - Course Evaluation
- Record Keeping/Transcript Availability

##### **Standard Contract Training**

Whether the training is customized or drawn from industry-recognized standards, training may be delivered in person, online, or virtually, at your place or ours. Choose from hundreds of topics within the inventory of offerings. Broad categories of training include, but are not limited to:

- Communication/Soft Skills
  - General Business
  - Healthcare
  - Human Resources
  - Industrial Technology
  - Information Technology
- Logistics/Supply Chain Management
  - OSHA

*Consider Our Training Team  
an Extension of Yours!*

**Schedule a Call Today!**

**615-230-3358 or**

**1-888-335-8722, ext. 3358**

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