

## Jamestown Community College, Workforce Readiness Fall 2020 Non-Credit Classes - Olean Campus

### Advanced Manufacturing

▪ Shop Math - Online	12 a.m.-12 p.m., M-W., Sept 14-16	\$450
▪ Electrical Fundamentals	8 a.m.-4p.m., M-F, Oct 12-16	\$1,475
▪ Motor Control and Drives	8 a.m.-4 p.m., M-F, Oct 19-23	\$1,475
▪ Equipment Leveling & Alignment	8 a.m.-4 p.m., Thurs/Fri., Oct 29 & 30	\$590
▪ Digital Electronics & Sensors	8 a.m.-4 p.m., M-F, Nov 2-6	\$1,475
▪ Robot Operations	8 a.m.-4 p.m., M-F, Nov 9-13	\$1,475
▪ PLC 1 & 2	8 a.m.-4 p.m., M-F, Nov 16-20	\$1,475

### HVAC Fundamentals

▪ HVAC Essentials & Fundamentals Module 1	5:15p.m.-8:30 p.m., T/Th, Sept 15-Dec 3	\$1,350
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Notary Public - Online	5:30p.m.-8:30p.m., Tue, Sept 22	\$85
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### Online Career Preparation Programs

▪ Bookkeeping Administration	12 a.m-12 p.m., Ongoing	\$2,725
▪ Human Resources Associate Professional	12 a.m-12 p.m., Ongoing	\$499
▪ IT Support Specialist	12 a.m-12 p.m., Ongoing	\$1,199
▪ Microsoft Windows 10 Certification	12 a.m-12 p.m., Ongoing	\$995
▪ Caregiver	12 a.m-12 p.m., Ongoing	\$3,999
▪ Dental Assistant	12 a.m-12 p.m., Ongoing	\$3,999
▪ Medical Assistant	12 a.m-12 p.m., Ongoing	\$2,495
▪ Medical Coding & Billing	12 a.m-12 p.m., Ongoing	\$3,699
▪ Medical Administrative Assistant	12 a.m-12 p.m., Ongoing	\$1,645
▪ Medical Transcription Editor	12 a.m-12 p.m., Ongoing	\$3,199
▪ Pharmacy Technician	12 a.m-12 p.m., Ongoing	\$1,395

### Online COVID19-Related Courses

▪ Managing Remote Employees	12 a.m-12 p.m., Ongoing	\$79
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Online Personal Enrichment	12 a.m-12 p.m., Ongoing	Varies
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Successful Supervision Certificate	8:30 a.m.-4:30 p.m., W/Th, Sept 30-Oct 29	\$1,750
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### Water Treatment Operator

▪ Grade A Water Operator Certification	8 a.m.-3:30 p.m., T-F, Sept 8-22	\$1,795
▪ Grade B Water Operator Certification	8 a.m.-3:30 p.m., T-F Sept 8-15	\$895
▪ Grade C Water Operator Certification	8 a.m.-3:30 p.m., M/T/R, Nov 16-19	\$695
▪ Grade D Water Operator Certification	8 a.m.-3:30 p.m., M/T/R, Oct 26-29	\$695

Cattaraugus County Campus Office Hours: Monday-Friday, 8:00 a.m. - 4:00 p.m.

For a complete list of courses and to register online, visit: <http://www.sunyjcc.edu/workforcereadiness/>