

Seeking Work But Need New Skills?

Community
Care Alliance



empowering people
to build better lives

We offer job training to fit today's market. Come away with certifications that put you in a better place for hire.

Includes work-readiness, financial literacy and job placement assistance.

HRS Healthcare Reimbursement Specialist

275-hour/10-week training provides hands-on instruction to prepare graduates for careers as Medical Administrative Assistants, Health Information Technicians, Medical Billers, Bill and Account Collectors, and Medical Receptionists. **Certifications include: Coding & Billing Specialist, Electronic Health Record Specialist and Customer Service.**

AOM Administrative Office Management

275-hour/10-week training provides hands-on instruction to prepare graduates for careers as Administrative Assistants, Receptionists, Customer Service Representatives, and Secretaries. **Certifications in Microsoft Application Specialist and Customer Service.**

Janitorial Training

110-hour/4 week training provides hands-on instruction to prepare individuals for careers in the custodial field. **Certification in Customer Service.**

Drop-In Info Sessions

Every Wednesday at 3:00 pm

Community Care Alliance
Employment & Training Center
55 Main Street, Woonsocket, RI
401-235-6047

HRS - \$5496
AOM - \$5434
Janitorial Training - \$2934
Includes certifications and books
ORS, DLT, and DHS clients may qualify
for no out-of-pocket expense

Your Success is Our Success!



www.CommunityCareRI.org