



# CORPORATE TRAINING

For all your training needs

Our Corporate Training department offers dozens of customizable training programs - taught by subject matter experts who are leaders in their fields -- to meet the needs and improve the performance, productivity and profitability of your business. Classes can take place at your location or remotely. For more information, contact Dana Altman at [daltman@jvsnj.org](mailto:daltman@jvsnj.org).

## COMMUNICATIONS/INTERPERSONAL SKILLS

- Accountability
- Coaching and Counseling
- Conflict Resolution
- Customer Service
- Managing Change
- Presentation Skills
- Problem Solving
- Team Building
- Time Management
- Train-the-Trainer

## LEADERSHIP/MANAGEMENT

- Building Constructive 360 Feedback
- Building Effective Teams
- Change Management
- Coaching vs Leading
- Creating High Performance Teams
- Crucial Negotiation Skills
- Emotional Intelligence
- Improved Decision Making Skills
- Key Talent Management Strategies
- Leadership for Results
- Management/Supervision
- Managing Difficult People
- One-on-One Coaching
- Problem-Solving
- Strategic Planning

## MEDICAL /HEALTHCARE

- First Aid
- CPR
- AED Training
- Phlebotomy Theory and Procedures
- IV Therapy
- PICC Line
- Advanced Cardiac Life Support (ACLS)
- Pediatric Advanced Cardiac Life Support (PALS)
- Mock Code

## COMPUTER TECHNOLOGY

- Microsoft Office 365
- Microsoft Teams
- Microsoft OneDrive
- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Access
- Microsoft Sharepoint
- Microsoft OneNote
- Microsoft Visio
- Microsoft Project
- Enterprise Resource Planning
- LinkedIn
- Video Engagement

## LEAN PROCESSES

- Administrative Lean
- Lean Six Sigma
- Pull/Kanban
- Quick Changeover
- Six Sigma: Yellow, Green, and Black Belt
- Total Productive Mapping
- Value Stream Mapping
- Visual Production Methods
- Workplace Organization and 5S
- Logistics and Materials Management
- Management/Supervision
- Material Handling
- Material Resource Planning (MRP)
- Quality Control
- Transportation

## HUMAN RESOURCES

- Behavioral Interviewing
- Diversity/Respect for Others
- Effective, Legal Interviewing Techniques
- Essential HR Policies /Procedures
- Ethics in the Workplace
- Harassment Prevention
- HIPAA
- Hostile Work Environment
- Latest HR Compliance Laws and Regulations
- Managing Change
- One-on-One Coaching
- Recruitment and Retention
- What Every HR Manager Must Know -- NOW

## FOOD SAFETY

- Food Safety and Handling/Safe Serve
- Food Safety Modernization Act (FSMA)
- Good Agricultural Practices (GAP)
- OSHA Requirements/Refresher Third Party Food Safety Audit Preparation (ServSafe(R) Essentials)

## QUALITY CONTROL/STANDARDS

- Quality Management (IS)-9001-2015)
- Medical Devices (ISO 13485)
- Aerospace (ISO AS9100D)
- Hazard Analysis and Critical Control Points (HACCP)
- Preventive Controls Qualified Individual (PCQI) Certification Training
- Current Good Manufacturing Processes (CGMP)
- Six Sigma

## INDUSTRY PREVENTION AND RESPONSE

- Accident Investigation
- Back Protection
- Ergonomics
- Fall Protection and Ladder Safety
- Fire Safety
- First Aid/CPR/AED
- Forklift Operation and Certification
- Lockout/Tagout
- Safe Patient Handling
- Safety Audits

## ENVIRONMENTAL SAFETY

- Bloodborne Pathogens
- Hazard Communications
- Hazardous Materials (HAZMAT)
- Hazardous Waste Management (RCRA + DOT)
- Hazardous Waste Operations and Emergency Response (HAZWOPER)
- Industrial Hygiene
- Laboratory Safety
- OSHA Requirements/Refresher
- Personal Protective Equipment (PPE)
- Respiratory Protection

For more information or to schedule classes, please contact Dana Altman at [daltman@jvsnj.org](mailto:daltman@jvsnj.org) or call 862-704-2265.