



Business Professional Pathways

Start your administrative or office career today!

Looking to land a job in an office setting or service role? Get 10 weeks of free, hands-on training and job placement assistance, conveniently located one block from public transportation.

- Train for positions: customer service representative, administrative professional, medical scheduler, personal banker and more.
- Expand your technology skills for today's workforce, including Microsoft Office.
- Get insights and guidance from business professionals, college instructors and industry experts.
- Participate in first-round interviews with employers to kick-start your career.
- Learn skills in customer service, professional communication, computer proficiency, business principles and terminology.

Contact 651-379-5837 or outreach@gesmn.org for more information.