I. Lean Tools (for Hourly, Supervisors, and Tech personnel)
   - Lean Awareness
   - Dealing with Change
   - Identifying and Eliminating Waste (IACET CEU)
   - Workplace Organization & 5S (IACET CEU)
   - Teamwork for Results
   - Lean 5M – Team-Based Problem Solving
   - Kaizen Workshop
   - Fundamentals of Warehousing and Materials Handling
   - Fundamentals of Workplace Safety
   - Basic Skills
     o On the Job English for Non-English-Speaking Employees
     o Workplace Math

II. Lean Logistics Tools (for Supervisors, Managers, and Tech personnel)
   - Introduction to Lean Logistics
   - Implementing Workplace Organization & 5S
   - Implementing a Continuous Improvement Program
   - The Visual Workplace
   - Value Stream Mapping
   - Lean Office
   - Practical Lean Workshop
   - Lean Assessment
   - Lean Yellow Belt Contributor
   - Lean Practitioner
   - Lean Six Sigma Yellow Belt (IASSC Certification)

III. Operations Management
   - Cycle Counting (IACET CEU)
   - Inventory Management
   - Just-in-time (JIT) Planning and Control
   - Managing Suppliers Performance
Training for Distribution Companies

• Fundamentals of Supply Chain Management

IV. Financial Tools for Operations
• Finance for the Non-Financial Manager
• Essentials of Budgeting

V. Management and Leadership
• Fundamentals of Supervision (IACET CEU)
• Competencies of Day-to-Day Management
• Practical Leadership (IACET CEU)
• Leadership Skills for Managers
• Effective Management Practices (IACET CEU)
• Emotional Intelligence
• Critical Thinking (IACET CEU)
• Managing Up
• Leadership Tools – Strategic Measurements
• Leadership Tools – Performance Measurements
• Leadership Tools – Managerial Measurements
• Leadership Tools – Operational Measurements
• Coaching - a Leadership Skill
• Building Champion Teams
• Critical Skills of Team Building
• Advanced Problem Solving
• Conflict Resolution
• Time Management
• Meeting Management
• Managing Change
• HR for Non-HR Managers
• Train the Trainer – The Practical Trainer
• Fundamentals of Performance Management
• Conducting Performance Reviews and Appraisals
• Fundamentals of Organizational Structure
• Succession Planning
VI. Quality Management
- Total Quality Management (TQM)
- Risk Management and Mitigation
- ISO Standards (ISO 9001, AS9100, ISO 14001, etc.)

VII. Six Sigma Practical Applications
- Six Sigma Overview
- Business Process Analysis and Improvement
- Measuring Organizational Performance
- Voice of the Customer (VoC)
- Six Sigma DMAIC Problem Solving
- Six Sigma Team Dynamics
- Six Sigma Communication Strategies
- Six Sigma Data Analytics
- Six Sigma Sales Effectiveness
- Six Sigma Green Belt

VIII. Project Management
- Fundamentals of Project Management
- Advanced Project Management
- Microsoft Project

IX. Customer Service
- Value-Based Customer Service
- Critical Skills of Customer Service
- Building Strong Customer Relationships
- Dealing with Difficult Customers
- Customer Service Skills for Drivers

X. Sales and Marketing
- Winning Marketing
- Sales Skills for Sales Professionals
- Sales Skills for Customer Service
Training for Distribution Companies

- Selling Smarter

XI. Business Communication
- Presentation Skills
- Effective Communication Skills
- Negotiation Skills to Influence
- Better Business Writing
- Writing Effective Email

XII. Computer Skills
- Basic Computer Skills
- Microsoft Office 365
  - Introduction to Cloud Computing
  - Microsoft Office 365 – a New Way to Use Microsoft Office
  - Transitioning to Office 365
  - Microsoft Outlook with Office 365
  - Microsoft Excel with Office 365
  - Microsoft Word with Office 365
  - Microsoft PowerPoint with Office 365
  - SKYPE for Business with Office 365
  - Microsoft Teams
- Microsoft Office Desktop (all versions)
  - Excel
    - Level I
    - Level II
    - Level III
    - Advanced Applications
  - Word
    - Level I
    - Level II
    - Level III
- PowerPoint
- Outlook
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- Writing Effective Email with Microsoft Outlook
- Access
  - Adobe Acrobat
  - QuickBooks Accounting
    - Introduction
    - Advanced Topics

XIII. Compensation Strategies and Rewards
  - Performance Based Compensation
  - Skills Based Compensation
  - Non-Monetary Incentives and Rewards

XIV. Workplace Essentials
  - Celebrating Diversity
  - Workplace Ethics and You
  - Safety in the Workplace
  - Workplace Harassment
  - Workplace Violence
  - Self-Care and Preventing Burnout

XV. Food Safety and Quality
  - SQF, HACCP/HARPC, cGMPs, etc.