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

- Inventory Management
- Just-in-time (JIT) Planning and Control
- Managing Suppliers Performance
- 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
- Managing Remote Workers
- HR for Non-HR Managers
- Train the Trainer – The Practical Trainer
Training for Distribution Companies

- Fundamentals of Performance Management
- Conducting Performance Reviews and Appraisals
- Fundamentals of Organizational Structure
- Succession Planning
- Professional Manager
- Situational Interviewing

VI. Quality Management
- Total Quality Management (TQM)
- Risk Management and Mitigation
- ISO Standards
  - ISO 13485 Medical Devices
  - ISO 9001:2015 Awareness
  - ISO 9001:2015 Risk Management
  - ISO 9001:2015 Documentation
    - Policy Manual
    - Procedures
    - Work Instructions
  - ISO 9001:2015 Implementation Workshop
  - ISO 9001:2015 Internal Auditor and Corrective Action
  - ISO 9001:2015 Performance Measurements
  - ISO 9001:2015 Warranty & Repair
  - ISO 9001:2015 New Product Development

VII. Six Sigma Practical Applications
- Lean Six Sigma Overview
- Business Process Analysis and Improvement
- Measuring Organizational Performance
- Voice of the Customer (VoC) – Standard
- Voice of the Customer (VoC) – Product Development
- Six Sigma DMAIC Problem Solving
- Six Sigma Team Dynamics
Training for Distribution Companies

• 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
• 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
• SKYPE for Business with Office 365
• Microsoft TEAMS
• Microsoft Office Desktop (all versions)
  o Excel
Training for Distribution Companies

- Level I
- Level II
- Level III
- Advanced Applications
  - Word
    - Level I
    - Level II
    - Level III
  - PowerPoint
  - Outlook
  - 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 – Management Briefing
- Workplace Harassment – Employee Awareness
- Workplace Violence
- Self-Care and Preventing Burnout

XV. Food Safety and Quality
- Food Defense Awareness
- GMPs for Food Plant Employees
Training for Distribution Companies

- HACCP for the Plant Worker
- SQF Awareness
- SQF Internal Auditor
- SQF Standard Principles – Level II for the Plant Worker
- SQF Standard Principles – Level III
- SQF Food Safety Management System
- Allergen Training
- HARPC vs. HACCP