

Truck Driver Training



Truck driving is one of the few occupations where completers are almost certain to go to work immediately. The MAC Truck Driver Training program can help you find a trucking company that best fits your needs.

Gain Skills & Get Certified

- **Classroom Training (50 Hours)** - Orientation, CDL Permit Study, Endorsement Study, Job Procurement, Log Book, Hours of Service, Map Reading, Trip Planning, DOT Regulations, Hazard Perception, Night Operations, Extreme Driving Conditions, Railroad Crossing Safety, Accident Reports, Double Trailers
- **Yard & Road Skills Hands-On Training (110 Hours)** - Pre-Trip Inspection, Couple/Uncouple, Straight Backing, 90 Degree Backing, Parallel Parking, Blindside Backing, Serpentine Backing, Shifting, Double Clutching, Turns, Hazard Perception, Uphill/Downhill, Ramps, Lane Changes, Space Management, MO Highway Patrol Class A Skill Test
- **Certification & Job Placement** - Participants take a Department of Transportation physical and acquire a Commercial Driver's License Learner's Permit while preparing to take the State administered Class A Road test. A certificate is awarded upon successful completion of instruction. Job placement assistance is also included.

Class Duration

3 weeks

Financial Assistance

Contact us to learn about options.

Start Today!

Getting started is easy. Contact:

- **Tina Miller**
Program Support Specialist
tmiller@MineralArea.edu
(573) 518-3840
- **Mineral Area College**
5270 Flat River Rd.
P.O. Box 1000
Park Hills, MO 63601

Classes Begin Soon!

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MINERAL AREA COLLEGE

Truck Driver Training

Highlights

Our program is designed for individuals with little or no commercial driving experience. The program includes: Endorsement preparation, Department of Transportation rules and regulations, log books, map reading, trip planning, and complete yard and road vehicle training. Thirty hours of home study is also required.

Participants take a Department of Transportation physical and acquire a Commercial Driver's License Learner's Permit while preparing to take the State administered Class A Road test. A certificate is awarded upon successful completion of instruction. Job placement assistance is also included.

Training Includes

Classroom (50 Hours) - Orientation, CDL Permit Study, Endorsement Study, Job Procurement, Log Book, Hours of Service, Map Reading, Trip Planning, DOT Regulations, Hazard Perception, Night Operations, Extreme Driving Conditions, Railroad Crossing Safety, Accident Reports, Double Trailers

Yard & Road Skills (110 Hours) - Pre-Trip Inspection, Couple/Uncouple, Straight Backing, 90 Degree Backing, Parallel Parking, Blindside Backing, Serpentine Backing, Shifting, Double Clutching, Turns, Hazard Perception, Uphill/Downhill, Ramps, Lane Changes, Space Management, MO Highway Patrol Class A Skill Test

Program Entry Requirements

Entry Requirements - Individuals must meet the Federal Department of Transportation (DOT) physical requirements and have a valid regular driver's license at time of registration. A high school diploma or GED is not required. The program will accept individuals 18 and older, but has limited placement opportunities for those under 21. It is recommended that individuals obtain a copy of their Motor Vehicle report from the Driver's License Bureau prior to starting the program.

The following may disqualify individuals: Driving record inconsistent with industry standards for entry level driving positions; Any alcohol-related citation on motor vehicle record in the past five years; Recent felony convictions or criminal background; History of drug or alcohol abuse; History of mental disorder; Failure to pass DOT physical exam.

Class Starts

Full-time day classes start every week and are 3 weeks in length.
Contact a recruiter for details! (573) 518-2238 or www.beatrucker.com.

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MINERAL AREA COLLEGE

Child Development Associate (CDA)



Are you interested in a rewarding career in early childhood? Whether it be as a certified teacher, childcare educator or directing your own early childhood center, the Child Development Associate is your next step!

Job Opportunities

- **Assistant Classroom Teacher**
Head Start, Even Start or First Steps.
- **Lead Teachers**
Licensed and/or accredited privately-owned programs.
- **Child Care Associate**
(Community services) such as YMCA child care programs or (Business services) such as employer-owned child care programs.
- **Director of Licensed Child Care Center**
Up to 20 children

Class Duration

16 weeks

Financial Assistance

Contact us to learn about options.

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MINERAL AREA COLLEGE

Child Development Associate (CDA)

Get Started

A few classes and some work experience is required before pursuing your CDA.

Courses

These courses are available at Mineral Area College and may also be available in local high schools.

- ECE1040 Health, Safety and Nutrition
- ECE1020 Guiding Alternatives for Young Children
- ECE 1000 Introduction to EC Education
- ECE 1060 CDA Credential Prep

Work Experience

- 480 Hours Field/Work Experience
in Child Care or Related Field

More Credentials Possible at MAC

- Director Certification
- Associate of Applied Science in Child Development
- Associate of Arts in Teaching
- Bachelor of Science in Child Development
Central Methodist University (on campus)

A Bright Future

After completing your Child Development Associate (CDA) Credential at MAC, consider increasing your education, qualifications and earning potential with additional certifications or a degree from MAC. If a bachelor's degree is on your to-do list, Central Methodist University is conveniently located on the Park Hills campus, or take advantage of one of the many other universities with which MAC has credit transfer agreements.

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MINERAL AREA COLLEGE

Emergency Medical Technician



Gain the Skills to Serve Your Community

Do you have the inclination to help others? Do you thrive in a lively and variable environment? Come join the world of Emergency Medical Services! Learn to provide life-saving skills in a high stress environment, and earn the gratification of serving your community.

- Earn 12 college credit hours
- Receive 140 hours of classroom instruction
- Participate in at least 24 hours of Emergency Department clinical experience
- Participate in at least 24 hours of Ambulance clinical experience
- Become recognized as a Nationally Registered Emergency Medical Technician in just 16 weeks!

Class Duration

One semester

Financial Assistance

Contact us to learn about options.

Start Today!

Getting started is easy. Contact:

- **Justin Duncan,**
BS, NRP, CCEMT-P, FP-C
Director of EMS Education
jduncan@MineralArea.edu
(573) 518-2172
- **Tina Miller,**
Program Support Specialist
tmiller@MineralArea.edu
(573) 518-3840
- **Mineral Area College**
5270 Flat River Rd.
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MINERAL AREA COLLEGE

Emergency Medical Technician

Prerequisites

- ENG1330 with a minimum grade of C or one of the following:
 - Minimum reading score of 18 on the ACT
 - 85 on Accuplacer Classic
 - 250 on Accuplacer Next Generation
 - Minimum grade of C in RDG0900, ENG0090, ENG0990
 - Have previously earned 24 college-level semester credit hours
- Must be age eighteen (18) by course completion before licensure examination.
- Must possess basic computer skills and have access to high speed internet

Course Requirements

- Proof of or ability to obtain the following immunizations: MMR, Varicella, Hepatitis B, TDAP
- Two-step Tuberculin Skin Test, Influenza Vaccine, Background Check and Drug Screen
- Completion of NIMS 100, NIMS 200, NIMS 700, NIMS 800, and Hazmat: Awareness, as well as required training packets within the first 4 weeks of the course
- Purchase of a uniform at the mandatory orientation class day 1

Estimated Fees

- In-district: \$1320.00 tuition (\$110.00 per credit hour, including technology fee) or Out-of-district: \$1800.00 tuition (\$150.00 per credit hour, including technology fee)
- Uniform and Equipment: \$80.00
- Textbook and Online Resources: \$230.00
- Course Fees: \$455.00
 - Drug Screening and Background Check
 - AHA Basic Life Support for Health Care Providers
 - Simulation Fee
 - Lab Fee and Supplies
 - Graduation Fee

Total Estimated Cost: \$2085.00 in-district or \$2565.00 out-of-district

All costs are approximate and subject to change without notice

Certified Production Technician



Learn the manufacturing process, from entry level through front line supervisor, to help your team keep things running smoothly, keep production flowing to meet performance goals and work in a safe and dynamic environment.

Gain Skills & Get Certified

Receive training and certification recognized by the Manufacturing Skill Standards Council. Classes follow the National Association of Manufacturer's training model. Receive valuable training in the four critical production functions common to all sectors of manufacturing:

- Safety
- Quality Practices & Measurement
- Manufacturing Processes & Production
- Maintenance Awareness
- **Detailed training functions are listed on back of flyer.**

Successful completers earn:

- **Certified Production Technician Certificate** (Nationally recognized and certified by the Manufacturing Skill Standards Council)
- **OSHA 30 Card**, and
- **12 hours of college credit**

Class Duration

16 weeks

Financial Assistance

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MINERAL AREA COLLEGE

Certified Production Technician

Detailed Training Functions

Gain Skills and Credentials

The Manufacturing Skill Standards Council (MSSC) credentialing system leading to a Certified Production Technician certificate covers the four critical production functions as defined by MSSC's industry-led, nationally validated skills standards. Assessments are offered for **individual certificates** in each category below. The full **Certified Production Technician certificate** is awarded when all four assessments are passed.

Safety

1. Work in a Safe and Productive Manufacturing Workplace
2. Perform safety and environmental inspections
3. Perform emergency drills and participate in emergency teams
4. Identify unsafe conditions and take corrective action
5. Provide safety orientation for all employees
6. Train personnel to use equipment safely
7. Suggest processes and procedures that support safety of work environment
8. Fulfill safety and health requirements for maintenance, installation, and repair
9. Monitor safe equipment and operator performance
10. Utilize effective, safety-enhancing workplace practices

Manufacturing Processes & Production

1. Identify customer needs
2. Determine resources available for the production process
3. Set up equipment for the production process
4. Set team production goals
5. Make job assignments
6. Coordinate work flow with team members and other work groups
7. Communicate production and material requirements and product specifications
8. Perform and monitor the process to make the product
9. Document product and process compliance with customer requirements
10. Prepare final product for shipping or distribution

Quality Practices & Measurement

1. Participate in periodic internal quality audit activities
2. Check calibration of gages and other data collection equipment
3. Suggest continuous improvements
4. Inspect materials and product/process at all stages to ensure they meet specifications
5. Document the results of quality tests
6. Communicate quality problems.
7. Take corrective actions to restore or maintain quality
8. Record process outcomes and trends
9. Identify fundamentals of blueprint reading
10. Use common measurement systems and precision measurement tools

Maintenance Awareness

1. Perform preventive maintenance and routine repair
2. Monitor indicators to ensure correct operations
3. Perform all housekeeping to maintain production schedule
4. Recognize potential maintenance issues with basic production systems, including knowledge of when to inform maintenance personnel about problems with:
 - Electrical systems
 - Pneumatic systems
 - Hydraulic systems
 - Machine automation systems
 - Lubrication processes
 - Bearings and couplings
 - Belts and chain drives

Classes Begin Soon!

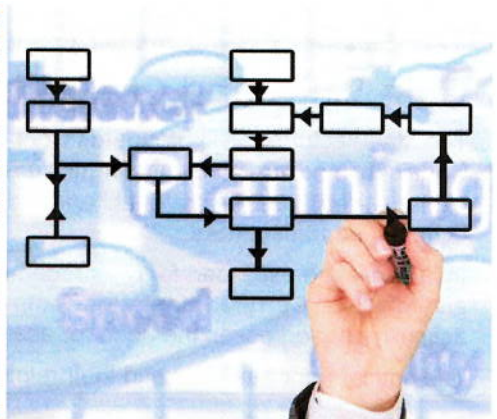
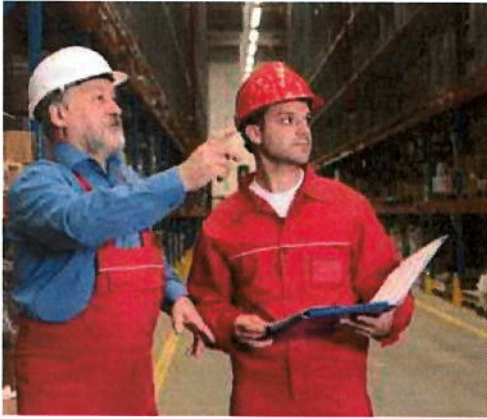
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MINERAL AREA COLLEGE

Certified Logistics Technician



Master material handling from entry level through front line supervisor. Learn to help your team keep things running smoothly, keep production flowing to meet performance goals and work in a safe and dynamic environment.

Gain Skills & Get Certified

Receive training and certification recognized by the Manufacturing Skill Standards Council. Classes follow the National Association of Manufacturer's training model. Receive valuable training in logistics functions common to all sectors of manufacturing:

- Manufacturing Safety (includes OSHA 30 Training)
- IT Fundamentals
- Workplace Communication
- CLA/CLT Assessment Prep Class
- **Detailed training functions are listed on back of flyer.**

Successful completers earn:

- Certified Logistics Technician Certificate (Nationally recognized and certified by the Manufacturing Skill Standards Council)
- OSHA 30 Card, and
- 10 hours of college credit

Class Duration

16 weeks

Financial Assistance

Contact us to learn about options.

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MINERAL AREA COLLEGE

Certified Logistics Technician

Detailed Training Functions

Gain Skills and Credentials

The Manufacturing Skill Standards Council (MSSC) credentialing system leading to Certified Logistics Technician (CLT) Certification covers core competency areas, as defined by MSSC's industry-led, nationally-validated skills standards for higher skilled, frontline material handling workers across all supply chain facilities: factories, warehouses, distribution centers and transporters.

Individuals are assessed for two credentials: the foundational-level **Certified Logistics Associate (CLA) Certificate** and mid-level **Certified Logistics Technician (CLT) Certificate**. CLA is a prerequisite for CLT. MSSC training and assessment addresses the need for academic skills as well as technical skills.

The critical work functions and their related key activities are described below:

CERTIFIED LOGISTICS ASSOCIATE (CLA)

1. Global supply chain logistics life cycle
2. Logistics environment
3. Material handling equipment
4. Safety principles
5. Safe material handling and equipment operation
6. Quality control principles
7. Workplace communications
8. Teamwork and workplace behavior to solve problems
9. Using computers

CERTIFIED LOGISTICS TECHNICIAN (CLT)

1. Product receiving
2. Product storage
3. Order processing
4. Packaging and shipment
5. Inventory control
6. Safe handling of hazmat materials
7. Evaluation of transportation modes
8. Dispatch and tracking
9. Measurements and metric conversions

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MINERAL AREA COLLEGE

Pharmacy Technician (PhT)



Join this 19-week program to prepare for the national Pharmacy Technician Certification Board Exam.

Prepare for a High Demand Career

- Pharmacy Technician is one of the fastest growing occupations in Missouri.
- The PhT Program at Mineral Area College prepares students for the national Pharmacy Technician Certification Board (PTCB) Exam. As a result, our students' exam pass rate exceeds the national average.

Take Evening Classes

- 19-week certificate program
- Monday, Tuesday and Thursday evenings from 6:00-8:30 pm
- One Saturday every month from 9:00 am-2:00 pm.
- One-week, 40-hour clinical rotation

Class Duration

19 weeks

Financial Assistance

Contact us to learn about options.

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