



**FOR MORE INFORMATION AND EASTERN  
CONNECTICUT WORKFORCE INVESTMENT  
BOARD**



**Incumbent Worker Training for  
Manufacturing/Distribution &  
HealthCare Workers**

This program provides grant funding for customized training for existing businesses. Through this customer-driven program, the EWIB is able to effectively retain and keep businesses competitive through upgrade skills training for existing full-time employees. The program has been structured to be flexible to meet the business’s training objectives. The business may use public, private, or its own in-house training provider based on the nature of the training. Incumbent Worker Training is designed to benefit business and industry by assisting in the skill development of existing employees, increasing employee productivity and the growth of the company. Both are expected to result in the creation of new jobs, the retention of jobs that otherwise may have been eliminated, and an increase in wages for the trained workers.

**Computer**

- Computer Literacy
- QuickBooks
- Photoshop

**Personal Development**

- The Hats We Wear
- Mindshapes & Mindsets

**Marketing**

- Marketing Strategies: Building Your Customer Base
- How to Design Materials that Sell Your Business

**Health and Medical**

- EKG Technician
- Pharmacy Technician
- Certified Nurse Aide
- Emergency Management Certification
- Residential Radon Measurement

**Foreign Language**

- Cantonese for Emergency Responders
- Spanish for Health Care Professional

**Professional Development**

- Communicating Effectively in Tough Situations
- Transform Your Effectiveness as a Leader and Supervisor
- Effective Problem Solving
- Prevent Burnout
- Time Management
- Strategies for Successful Leadership

**FOR MORE INFORMATION**

Continuing Education & Community  
Service Department  
574 New London Turnpike  
Norwich, CT 06360

Phone: 860-885-2608  
Fax: 860-886-5063  
Continuing\_Education@trcc.comnet.edu.com

***Where Learning Works!***