



coast
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college

Customized Essential Office Skills

Learn skills for entry-level office careers. This course will cover customer service, communication, business writing, time management, computer skills and much more.

Nov. 7th to Dec. 12th

9am - 4pm

Prince Rupert campus

Eligibility

- Must be a Lax Kw'alaams Band member
- Have a minimum of grade 10 education
- Have general computer skills
- Have a positive attitude

To apply or for more information contact:

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Lax Kw'alaams Business Development
250.627.5733 Ext. 2026
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LAX KW'ALAAMS BUSINESS DEVELOPMENT LP