

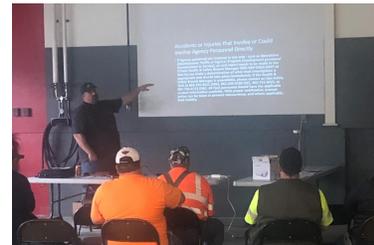


TRAINING CENTER

VTTC Learning Opportunities December 2019 Issue

What's in this month's issue?

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Scroll down to see more information and to register for these trainings.

[Browse All Trainings](#)

[Request a Training](#)

Newly Created In-Person Trainings

AOT Excellence in Customer Service

Excellent Customer is the result of truly understanding who your customers are, their needs and expectations and putting the right guidelines and service standards in place to exceed them. This training is for any and all state employees from front line to senior level and who want to add best

practices in customer service to their toolbox.

January 16, 2020 | VTrans Training Center
9:00 a.m. - 4:00 p.m.

[REGISTER](#)

Becoming a Successful Candidate

This training will prepare participants for the interviewing process. This course will focus on developing skills to: write cover letters and resumes, present themselves in an interview professionally, increase their confidence in 'selling themselves', and interact with hiring managers appropriately.

January 14 OR February 19, 2020 | VTrans Training Center
Both sessions, 8:30 a.m. - 2:30 p.m.

[REGISTER](#)

Trainings in December

National Weather Service Workshop

This course provides highway maintenance and/or highway operations professionals with training to develop tools and strategies for addressing road weather problems.

December 5 | VTrans Training Center (Room 114 B)
8:00 a.m. - 12:00 p.m.

[REGISTER](#) (*Facilitated by Vermont Local Roads*)

First Aid/ CPR/ AED

This class is designed to provide a 2 year certification or re certification for Adult CPR. *Please note: this is not a certified AHA training.*

December 11 | VTrans Training Center
8:00 a.m. - 3:00 p.m.

[REGISTER](#)

Winter Maintenance

Winter is here! **Will this be your first season plowing snow for VTrans? If the answer is yes, this is a course for you!** Understand the basics of VTrans Winter Maintenance. **CDL Class B is required**

December 18 | VTrans Training Center
8:00 a.m. - 3:30 p.m.

Trainings in 2020

MIG Monday

Basic MIG welding class that goes over the complete setup of a MIG welder with hands-on assembly and welding practice.

January 6 OR January 27 | VTrans Dill Building
Both sessions, 8:00 a.m. - 3:30 p.m.

[REGISTER](#)

MIG Monday Level 2

Intermediate MIG welding class that reviews different positions and practices when MIG welding.

January 13 OR February 3 | VTrans Dill Building
Both sessions, 8:00 a.m. - 3:30 p.m.

[REGISTER](#)

Torch Cutting

This entry level class will focus on precision cutting and gouging with a cutting torch.

January 8, January 15, January 22, OR January 29 | VTrans Dill Building
All sessions, 8:00 a.m. - 3:30 p.m.

[REGISTER](#)

Engaging your Audience with Finesse -- 2-Day Training

Individual critique is used after each presentation, where positive aspects of each presentation are reinforced and options are given for turning negatives into positives.

January 9 & 23, 2020 | VTrans Training Center
Both sessions, 8:30 a.m. - 3:30 p.m.

[REGISTER](#)

Pathway to Supervision -- 5-Day Training

This program is for those looking to advance their careers, team and crew leaders, and specialists within the Agency of Transportation.

March 25, April 8, April 15, May 6 & May 20 | VTrans Training Center
All sessions, 8:30 a.m. - 3:30 p.m.

[REGISTER](#)

Online Trainings/ Webinars

Association of Pedestrian and Bicycle Professionals Webinar Series -- Last Session of 2019!

The series is offered by the [Association of Pedestrian and Bicycle Professionals \(APBP\)](#), and is brought to you by the [APBP Vermont Chapter](#), which organizes events, offers professional updates and more.

December 18: Education and Encouragement: Bringing the Right People Together | *BCP (Barre City Place), 4th Floor Conference Room 437*
3:00 p.m. - 4:00 p.m.

NO REGISTRATION REQUIRED

Defensive Driving Course - NSC 9th Abridged Edition Now available in the LMS

It is the policy of The Vermont Agency of Transportation that all employees who operate state owned vehicles and/or utilize a personal vehicle for work purposes will complete a defensive driving course, approved by the VTrans Training Center, at least once every five years.

[REGISTER](#)

KnowledgeWave Webinars

As a State of Vermont employee, you are a KnowledgeWave member; all webinars below are free and optional! Webinars are offered every month; [click here to see current listings](#).

Project Management in SharePoint: Out-of-the-box tools for PM

December 11, 1:00 pm - 1:30 pm

Manage OneDrive Files from Anywhere

December 17, 1:00 pm - 1:30 pm

Be sure to [upload your completion certificates to the LMS](#) to be added to your overall transcript!

If you have any trouble logging into your KnowledgeWave Account, contact Colleen Montague - Colleen.Montague@Vermont.Gov

TC3 Online Classes

TC3 (Transportation Curriculum Coordinate Council) is a technical service program within AASHTO that focuses on developing training products for technical staff in the areas of construction, maintenance, and materials. TC3 online courses continue to be a great way to achieve PDH's and do so in a self-paced learning environment. To find applicable trainings, search '[TC3](#)' or '[AASHTO](#)', or by searching for a specific topic.

NEW Courses Available:

AASHTO Designation: R 60
AASHTO Designation: T 119
AASHTO Designation: T 121
AASHTO Designation: T 23
AASHTO Designation: T 309
AASHTO Designation: T152
Basics of Concrete

Construction Safety: Electrical Safety
Construction Safety: Fall Protection
Construction Safety: Scaffolding Safety
QA: Collecting Data Through Sampling
QA: Frequency Tables and Histograms
QA: Intro to Quality Assurance Programs
QA: Intro to Quality Assurance Specifications
QA: Introduction to Variability

[VISIT THE LMS](#)

Learning Management System Helplets

You can now add your trainings into your calendar, right from your training confirmation emails!

Tour the VTTC's Website for More Information

VTrans Training Center | 802-828-3768 | [Email](#) | [Website](#)
Our buildings open at 7:30 a.m. and doors lock at 4:00 p.m.

Reminder: When attending trainings at the VTTC, please park on the side lot (by CVS), or go through Gate 1 of the complex.