ADVANCED MICROSOFT CERTIFIED SOLUTIONS

ADVANCED TRAINING JOB CORPS PROGRAM

OVERVIEW

The Job Corps **Microsoft Certified Solutions** Advanced Taining program provides training in the following subject areas:

- Safety and security
- Personal computer (PC) hardware
- Networking
- Laptops and printers
- Operating systems and procedures
- Mobile devices
- Troubleshooting
- Installing and upgrading Windows
- Configuring hardware, applications, network connectivity, access to resources, and remote access and mobility
- Monitoring and maintaining Windows clients
- Configuring backup and recovery options
- Supporting operating system and application installation, resource access, and Windows clients and devices

BENEFITS OF ADVANCED TRAINING

- **More career options** upon graduation
- Better chance of a **higher salary**
- The opportunity to earn **advanced industry credentials**
- The opportunity to **fine-tune industry-specific skills and receive additional hands-on training** at an accelerated pace

CREDENTIALS

As a Job Corps student, you can earn credentials in your training area that demonstrate you have **gained the knowledge and skills** to help you **succeed in your career**. Credentials may lead to greater employment opportunities, higher wages, and promotions.

Students who complete an Information Technology training area can earn **nationally recognized credentials** from organizations such as the Computing Technology Industry Association (CompTIA), the national standard in computer science training and credentialing. Credentials such as these show that students are ready for positions in computer programming and repair.

PROGRAM ENTRY REQUIREMENTS

Before entering the Microsoft Certified Solutions Advanced Training program, students must:

- Be at least 17½ years old.
- Meet academic (math and reading) requirements.
- Have a high school diploma or the equivalent.
- Have completed either Job Corps' basic Computer Technician or Office Administration career technical training program.
- Have a positive attendance and progress record.
- Have health clearance from the Job Corps center where they received basic training.
- Complete a successful phone or in-person interview.

SALARY RANGE

$35,000 to $60,000/year for various careers in Microsoft certified solutions

For additional salary information and career path options in this field, visit www.mynextmove.org.

ADVANCED MICROSOFT CERTIFIED SOLUTIONS
TRAINING PROGRAM

PROGRAM EXPECTATIONS

Students entering the Microsoft Certified Solutions Advanced Taining program will be expected to participate in the following professional practices:
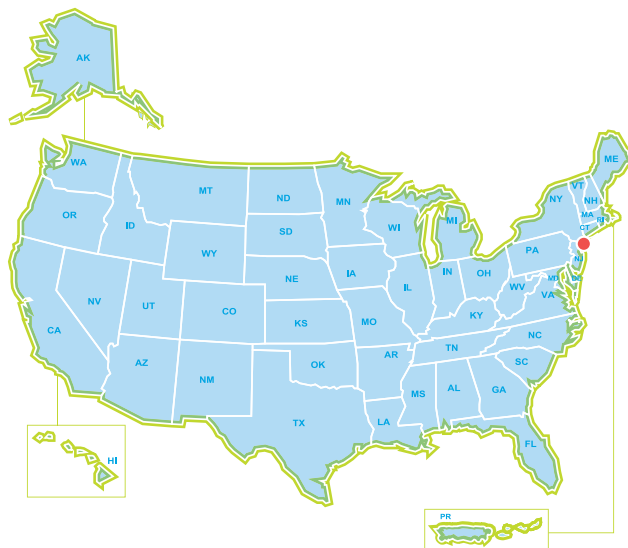
- Arrive on time and be ready for work.
- Dress for the training area with uniform worn properly at all times.
- Work the entire time while on the job.
- Follow safety guidelines.
- Follow rules and instructions of the training area and Job Corps.
- Demonstrate respect for self, tools, and equipment.
- Take care of the work area—keeping work areas clean and safe.
- Exercise good customer relations skills.

PROGRAM LOCATIONS

The Microsoft Certified Solutions Advanced Training program is offered at the following center:

- **Edison Job Corps Center**, Edison, N.J.

Administered by the U.S. Department of Labor, Job Corps is the nation's largest career technical training and education program for low-income young people ages 16 through 24. Job Corps is a U.S. Department of Labor Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY telephone number is (877) 889-5627.