WORKFORCE TRAINING PROGRAMS
STAY UP TO DATE WITH SAFETY TRAINING, NURSING, PROFESSIONAL DEVELOPMENT, COMPUTER COURSES & MORE.

DON’T MISS THESE SUMMER CLASSES

NOVICE CRANE TRAINING
PAGE 8

40-HOUR RSO CERTIFICATION
PAGE 5

CONFINED SPACE TRAINING
PAGE 6

INFANT/CHILD/ADULT FIRST AID & CPR
PAGE 7

WWW.WILLISTONSTATE.EDU/TRAINND
A message from the DIRECTOR

On November 3rd 2018 my little family drove into Williston North Dakota to start a new adventure. My wife and I were instantly struck by the potential and energy of this northwest area of North Dakota. As I have started my tenure as the Regional Director of TrainND Northwest, I have been impressed with the work that I get to be a part of for the workforce of North Dakota. TrainND tirelessly strives to ensure that our workforce is safe and confident in their work, providing the knowledge and skills necessary for them to return home safe and sound at the end of their work. I really cannot imagine a more important work to be a part of at this time. I speak from personal experience and passion when I say that training can and does save lives. Training can make a difference!

Since the beginning of the 2019 calendar year, TrainND Northwest has been very busy strategically planning, taking in feedback from industry partners, and analyzing our current infrastructure and resources to develop a plan that will allow us to provide training to the workforce of North Dakota that is of the highest quality, proactive to the needs of industry, and sustainable. As our strategic planning process continues forward we look forward to informing our industry and community partners of our plan moving forward.

At the end of the day, helping companies and individuals reach their professional development and safety goals is what the people at TrainND Northwest are committed to. I encourage you to reach out to TrainND Northwest and see what we can do to help you reach your goals.

Sincerely,

Kenley Nebeker
DEFENSIVE DRIVING WITH COMMENTARY DRIVE

This course is designed to enhance the knowledge and practical skills of a licensed driver to develop a pro-active driving style. This course will assess the student’s current driving attitudes and behaviors when behind the wheel, cover the current issues of survival on the road, scanning skills, interacting with other road users, adverse driving conditions, and an understanding of the physics of a crash. Businesses may be eligible for WSI discount and individuals may qualify for a premium discount on personal vehicle insurance. Please check with your insurance provider for more information.

CDL TRAINING PROGRAM

The Commercial Driver’s License Program (CDL) is a three-week, 120 hour course. This comprehensive program provides students the opportunity to learn from experienced instructors both in the classroom and behind the wheel. Students will learn key commercial driving skills with hours of driving practice over the road, on the backing range, and in various driving conditions. Course cost includes all training materials and truck use. Upon successful completion students will be prepared and scheduled to take the state regulated CDL test. This course may be eligible for funding under Veteran’s Educational Benefits.

Pre-requisites: Students must be at least 18 years old, be able to speak the English language in accordance with FMCS regulations, have a valid North Dakota CDL Learners Permit, DOT medical clearance and proof of a clear drug test.

Deposit: A nonrefundable $300 deposit must be provided with application form. Remaining tuition amount is due two weeks prior to class start date.

Cancellation & Refund Policy: Class size is limited to four students per instructor. This class requires a minimum of three students. If a student wishes to transfer or cancel registration, notification must be provided no less than one week prior to class start date. After this time a processing fee equal to 10% of the class cost will be incurred.

Williston

Tuesday, 8am – 5pm
May 7, July 30
Course ID: 7S0001
Price: $150

Price: $4800
NORM/TENORM 40-HOUR RSO TRAINING

A 40 hour Radiation Safety Officer course taught by radiation safety professionals designed to meet the requirements of North Dakota Radiological Health Rules section 33-10-23-28 for specific licenses. Topics include radiation safety, dose calculations, 49 CFR (DOT) training, radiation protection program elements, regulatory inspections, license types, ROS specific emergency actions, rad waste, 10 CFR (Parts 19, 20, 30, and 71) regulations, North Dakota Regulations. The course is approved by the ND DOE and delivers a very thorough curriculum covering a broad range of subjects to ensure you, your company, and the public are properly protected. Our training instructors are professional Health Physicists who will be able to answer all your questions. The course is presented in such a fashion that you do not have to have a scientific background to understand the material being taught. Students are encouraged to bring their own meters for the hands on practical demonstration, the instructor can provide meters to students who need them.

Williston
Monday-Friday, 8am – 5pm
June 17-21
Course ID: 3800117
Price: $1495

NORM/TENORM 8-HR TRANSPORT TRAINING

8 hour NORM/TENORM Transport course taught by radiation safety professionals designed to meet the requirements of North Dakota Radiological Health Rules section 33-10-23-28 for licenses exclusive to the transport of NORM and TENORM waste. Topics include radiation basics, radiation safety, regulations. The course is approved by the ND DOE and delivers a very thorough curriculum covering a broad range of subjects to ensure you, your company, and the public are properly protected. Our training instructors are professional Health Physicists who will be able to answer all your questions. The course is presented in such a fashion that you do not have to have a scientific background to understand the material being taught. Students are encouraged to bring their own meters for the hands on practical demonstration, the instructor can provide meters to students who need them.

Williston
Friday, 8am – 5pm
June 21
Course ID: 380016
Price: $495

NORM/TENORM SURVEYOR TRAINING

8 hour NORM/TENORM Surveyor course taught by radiation safety professionals designed to meet the requirements of North Dakota Radiological Health Rules section 33-10-23-28 for licenses exclusive to the transport of NORM and TENORM waste. Topics include radiation basics, radiation safety, regulations. The course is approved by the ND DOE and delivers a very thorough curriculum covering a broad range of subjects to ensure you, your company, and the public are properly protected. Our training instructors are professional Health Physicists who will be able to answer all your questions. The course is presented in such a fashion that you do not have to have a scientific background to understand the material being taught. Students are encouraged to bring their own meters for the hands on practical demonstration, the instructor can provide meters to students who need them.

Williston
Wednesday, 8am – 5pm
June 19
Course ID: 380013
Price: $495

NORM/TENORM AWARENESS TRAINING

2 hour NORM/TENORM Awareness course taught by radiation safety professionals. The course is approved by the ND DOE and delivers a very thorough curriculum covering a broad range of subjects to ensure you, your company, and the public are properly protected. Our training instructors are professional Health Physicists who will be able to answer all your questions. The course is presented in such a fashion that you do not have to have a scientific background to understand the material being taught.

Williston
Wednesday, 8am – 5pm
June 19
Course ID: 380012
Price: $150
SAFETY CLASSES

H2S/RESPIRATORY PROTECTION
This class is new and improved. It now meets revised ANSI/ASSE 2390.1-2017 standard in mitigating risks associated with H2S exposure industry wide. Learn what Hydrogen Sulfide is, where you can find it, properties, how it can harm, signs and symptoms of exposure, methods to detect, how to control it, and emergency procedures to follow.

Williston
Tuesday, 8am – 12pm
May 1, 2, 16, 17
Course ID: 300004
Price: $150

PEC BASIC ORIENTATION WITH SAFELAND USA ENDORSEMENT
This course provides a basic understanding of general safety information an employee should know before entering a facility and while performing work duties. Upon successful completion of the course, each student is issued a picture ID with a unique barcode.

Williston
Tuesday, 8am – 5pm
May 14, 28 & June 11, 25 & July 9, 23 & Aug 13, 27
Course ID: 3000123
Price: $295

CONFINED SPACE ENTRANT/ATTENDANT/SUPERVISOR
This course is designed to recognize, evaluate, prevent, and abate safety and health hazards associated with confined space entry. Technical topics include the recognition of confined space hazards, basic information about the instrumentation used to evaluate atmospheric hazards, and ventilation techniques. This course features workshops on permit entry classification and program evaluation.

Williston
Monday, 8am – 5pm
June 3
Course ID: 290001
Price: $350

OUTREACH OSHA 10-HOUR GENERAL INDUSTRY
Training is designed to familiarize workers with OSHA standards and educate them on how to recognize, avoid, abate and prevent safety and health hazards in the workplace. Topics include: Introduction to OSHA Standards, walking and working surfaces, fall protection, PPE, exit routes, emergency action plans, fire protection and more.

Williston
Tuesday, 8am – 5pm & Wed, 8am – 3pm
May 21-22, July 16-17
Course ID: 350001
Price: $250

PEC H2S CLEAR
This course will improve employee safety performance for general industry workers who may come in contact with hydrogen sulfide during their regular day to day job duties. This course also prepares general industry workers by providing crucial knowledge of the dangers of H2S and the precautions, tools and controls necessary when working in H2S environments. This course has no prerequisite and covers the current classroom requirements of ANSI/ASSE Z890.1-2017 and Z490.1-2016.

Williston
Wednesday, 8am – 12pm
May 1, 15, 29 & June 12, 26 & July 10, 24 & Aug 14, 28
Course ID: 300110
Price: $165

CONFINED SPACE RESCUE
This course is designed to give the individuals practical information on the rescue requirements for confined spaces. Participants will complete several hands-on exercises demonstrating their ability to perform as a team under pressure. Topics include: overview of OSHA regulations, identifying hazards in an emergency situation, hazard assessment and elimination, space isolation, atmospheric monitoring equipment, rescue exercises, use of incident command system applied to confined spaces. Includes Confined Space E/A/S. Can be used for initial or refresher training.

Williston
Tuesday, 8am – 5pm
June 4
Course ID: 300026
Price: $350
RESPIRATORY FIT TESTING
Quantitative fit tests available using the OHD FIT TEST (QUANTIFIT). Each individual will receive a detailed print-out and wallet card of all successful fit test results. Tests are required annually. Must provide proof of medical clearance at time of test. Online medical clearance services are available. Must be clean shaven for fit test.

Williston
Every Monday, 8am – 4pm
Online Medical Questionnaire: $35
Fit Test: $35/per mask type

MEDIC FIRST AID BASICPLUS:
CPR, AED & FIRST AID TRAINING
FOR ADULTS
This course teaches students to take action in a medical emergency and prepares them to respond to choking, breathing and cardiac emergencies. Participants will learn how to use an automated external defibrillator (AED) in conjunction with CPR. First Aid is taught using a combination of instructor-led lecture, “watch-then-practice” videos, and hands-on training. Topics such as bleeding, burns, poisoning and sudden illness are covered. Upon completion, students will receive an Adult 2-year CPR/AED/First Aid certification. Note, this course is not intended for daycare providers, please see PediatricPlus class.

Williston
Wednesday, 1pm – 9pm
May 1, 15, 29 & June 12, 26 & July 10, 24 & Aug 14, 28
Course ID: 300002
Price: $110

MEDIC FIRST AID PEDIATRICPLUS:
CPR, AED & FIRST AID TRAINING
FOR INFANTS, CHILDREN & ADULTS
Medic First Aid Pediatric Plus is a hands-on training program that will help individuals develop the knowledge, skills and confidence to respond in a medical emergency. This program is ideal for those who are required to learn how to respond to medical emergencies involving children. Upon completion, students will receive an Infant/Child/Adult 2-year CPR/AED/First Aid certification. The program also caters to those who do not require certification, but live or spend time with children and infants.

Williston
Saturday, 8am – 2pm
June 1, Aug 17
Course ID: 300057
Price: $125

CERTIFIED NURSING ASSISTANT (C.N.A.) TRAINING & EXAMINATIONS
This program will prepare you as a C.N.A. in a skilled and acute care facility or home healthcare setting. The blended training program is set up in three sections: online instruction, classroom/clinical instruction, and examinations. Students will have 6 months from date of registration to complete all training and examinations.

Lab/Clinical Training
Once all portions of online training have been complete students will be eligible to enroll in Lab and Clinical training. They will spend four days training in the C.N.A lab at TrainND Northwest and then four days completing Clinical training at a local facility. Immunization records, including current TB must be provided prior to completing any clinical training.

Williston
Call for more information
701-572-2835
Price: $550

Examinations
Examinations will be completed on the final day of any Lab/Clinical training. Additional dates listed below are available for students wishing to challenge the North Dakota state exam. Students must have examination applications submitted to TrainND no later than one week before test date.

Williston
Wednesday, 12pm
May 15, June 19, July 17, Aug 21
Price: $195

Online Program
There are two portions of online training to complete. One is a series of videos and quizzes the other is completing chapters from the textbook “How to be a Nurse Assistant”. Students are required to purchase a textbook and will be provided information upon registration.

Enroll Anytime - Call for more information
701-572-2835
Price: $110
TrainND endorses the national certification program offered by the National Commission for the Certification of Crane Operators (NCCCO) and provides training to prepare candidates for CCO examinations.

### 10-DAY NOVICE CRANE TRAINING PROGRAM

This two-week program will provide inexperienced students fundamental skills and knowledge relating to crane operation with the end goal of getting certified through the National Commission for the Certification of Crane Operators (NCCCO). NCCCO is one of the most widely recognized crane operator certifications in the crane and lifting industry. This program provides both classroom and hands-on training, where students will learn to operate fixed and swing cab cranes. Tuition includes all NCCCO exam fees. This course may be eligible for funding under Veteran's Educational Benefits.

**Cancellation & Refund Policy:** This class requires a minimum of three students. Class will be cancelled two weeks prior to class start date if minimum has not been met. Registered students may be transferred to the next scheduled class or request a full refund be issued. If a student wishes to transfer or cancel registration, notification must be provided no less than one week prior to class start date.

### CERTIFIED CRANE OPERATOR PREPARATION COURSE

This course is specifically designed to prepare crane operators for the NCCCO written and practical exams required for certification. The first 2.5 days include classroom time with study guides and exercises that emphasize all parts of the NCCCO Core and Specialty written examinations. This course gives students hands-on practice time on our cranes for the completion of practical exams. Exam fees are not included, but can be added at an additional cost.

**Cancellation & Refund Policy:** This class requires a minimum of four students. Class will be cancelled one week prior to class start date if minimum has not been met. Registered students may be transferred to the next scheduled class or request a full refund be issued. If a student wishes to transfer or cancel registration, notification must be provided no less than one week prior to class start date. After this time a processing fee equal to 10% of the class cost will be incurred.

### NCCCO WRITTEN EXAMINATIONS

The NCCCO Written exams are offered as a computer-based test (CBT) and is administered at TrainND’s PSI Test Center located on the WSC campus. Applicants are required to register on NCCCO’s website five days before their preferred exam date. Pricing varies on number of examinations. Testing can be administered during regular test center operating hours. For more information on registration please visit http://www.nccco.org/nccco/apply-for-written-exam-snow/computer-based-test-application.

For more information on our NCCCO certification classes, please call 701-572-2835 or email safety.training@willistonstate.edu.

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**CALL 701-572-2835 FOR TRAINING OPTIONS AT YOUR FACILITY!**

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### CRANE TYPES AVAILABLE AT THE WILLISTON TRAINING YARD:

- Fixed Cab
- Swing Cab
- Lattice Crane

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### NCCCO CRANE OPERATOR PRACTICAL EXAMINATION

Practical exams are provided based on the student’s category selection and must be completed for the NCCCO certification. Practical exams are completed during the certification preparation class. Additional practice time and practical exams can be scheduled outside of class dates based on instructor availability.

**Cancellation & Refund Policy:** Payment in full is required at the time of scheduling a practical examination. TrainND must be notified at least 68 hours prior to examination start time of changes and cancellations. Cancellations and changes made within 48 hours of examination start time will incur non-refundable a $150 cancellation fee. No refunds or transfers will be issued if TrainND is notified after the scheduled examination start time.

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**Williston**

Call for registration and schedule information:
701-572-2835
Course ID: 050007
Price: $450/Hydraulic, $895/Lattice
Beginning QuickBooks Pro: 2018

Students will learn how to format worksheets, arrange data, manage multiple worksheets, common formulas and how to visualize data with charts and images. Textbooks are included and will be provided on the first day of class.

***Please call the Williston Area Chamber of Commerce at 701-577-4000 for member only discount information. Chamber members must mention the code when registering to receive the discount.

Cancellation Policy: This class requires a minimum of four students. Class will be cancelled one business day prior to class start date if minimum has not been met.

Williston
Tuesday & Thursday, 5:30pm - 8pm
Call for more information 701-572-2835.
Course ID: 8530006 Price: $175

Opportunity Awaits.
At WSC you can earn a degree or certificate. Take classes online, or part-time.
We can make a difference in your life. Call or visit and we'll show you how.

Disasters Don't Plan Ahead.
YOU CAN!

3rd Annual Disaster & Emergency Preparedness Symposium
Coming This Fall
DEVELOPMENT DIMENSIONS INTERNATIONAL (DDI) LEADERSHIP SERIES

In partnership with DDI TrainND Northwest is offering courses that are designed to develop the learner’s critical interpersonal and leadership skills through behavior modeling and practice. New and experienced leaders will build a foundation to help them operate in the ever-changing environment and face the challenges in today’s workforce. Transform your frontline into exceptional leaders with this award-winning and comprehensive competency-based leadership development system.

COMMUNICATING FOR LEADERSHIP SUCCESS

Organizations need leaders who can do more and be more in order to succeed in today’s complex environment. They need frontline leaders with strong interpersonal skills who can get things done by mobilizing and engaging others. This foundation course for most Interaction Management® courses helps leaders communicate effectively so they can spark action in others. The course teaches leaders the Interaction Essentials they need to handle the variety of challenges and opportunities they encounter every day in the workplace and beyond.

Leaders are introduced to two resolution tactics: coach and mediate—and practice using the interaction essentials as they coach then mediate to resolve a conflict.
Prerequisite: Communicating for Leadership Success

Williston
Wednesday, 8am - 12pm
June 5
Course ID: 8500021
Price: $189

COACHING FOR PEAK PERFORMANCE

Effective coaching is one of the most important drivers of team member performance. Whether leaders are guiding people toward success in new or challenging situations or helping people improve or enhance their work performance, their ability to coach and provide feedback makes the difference between mediocrity and high performance. By helping learners understand the importance of three coaching techniques and how to effectively handle both proactive and reactive coaching discussion, this course helps leaders have more effective and efficient interactions.
Prerequisite: Communicating for Leadership Success

Williston
Wednesday, 8am - 12pm
Aug 7
Course ID: 8500033
Price: $189

RESOLVING WORKPLACE CONFLICT

Today’s business environment challenges organizations to increase productivity, improve quality, shorten cycle time, and reduce costs. An unfortunate but natural byproduct of these challenges is conflict. While conflict can lead to discoveries such as new ideas and innovative breakthrough, it can, if allowed to escalate, result in damage to critical working relationships. This course teaches leaders how to recognize the signs of escalating conflict and take appropriate action to minimize damage.

Williston
Wednesday, 8am - 12pm
July 10
Course ID: 8500020
Price: $189

STRATEGIES FOR INFLUENCING OTHERS

Whether it’s an innovative breakthrough or a simple process improvement, making it happen generally requires commitment from others in the organization. The best way to gain this commitment is to have a strategy for each stakeholder. This course shows leaders and individual contributors how to package their ideas in a way that will win over even the most skeptical individuals. Participants learn strategies for effectively capturing people’s attention, transforming their perspectives, and gaining their commitment to taking action.

Williston
Wednesday, 8am - 12pm
June 5
Course ID: 8500041
Price: $189

www.willistonstate.edu/trainnd | safety.training@willistonstate.edu | 701-572-2835
CONTINUING EDUCATION

Get the same impact as other modalities. Online courses include:
- Your Leadership Journey
- Communicating for Leadership Success
- Building & Sustaining Trust
- Delegating with Purpose
- Setting Goals and Reviewing Results
- Coaching for Peak Performance
- Addressing Poor Performance
- Resolving Workplace Conflict
- Taking the HEAT
- Developing Yourself and Others
- Driving Change
- Engaging and Retaining Talent
- High-Impact Feedback and Listening
- Making High Quality Decisions

Call for more information 701-572-2835.
Price: $119

How to Participate:

Search through the catalog for courses marked with the Chamber Star.

Call the Chamber at 701.577.6000 for your exclusive Member Discount Code.

Register for your course online at www.trainnd.com!

Enhance your skills to grow your career!
TrainND Northwest is a division of Williston State College (WSC), a two-year public community college in the North Dakota University System (NDUS). North Dakota State Board of Higher Education is the policy-setting and advocacy body for the NDUS. For more information on the governing body, officials and faculty please refer to the WSC Catalog at www.willistonstate.edu.

**GENERAL INFORMATION**

**CAMPUS**
TrainND Northwest is located at the Workforce Training Campus of WSC. Construction was completed in 2015 and facilities include classrooms, offices, The Bistro (food service), conference room, field training simulators, nursing lab and computer lab. An outdoor lot houses mobile equipment, commercial vehicles, a range of crane types, a workover rig, and field safety training equipment.

**ENROLLMENT INFORMATION**
Enrollment will be allowed up to the date of class start if the class has available seats and the student has met all requirements specific to that class, where applicable. Availability will be based on program authorization requirements and classroom capacity. Specific entrance requirements for each class will be listed with the class description. Course start date will be the last date to enroll for any course; student must enroll prior to class start time.

**EDUCATIONAL CREDIT**
TrainND can award Continuing Education Units (CEU) upon request. Credit for previous educational training will not be awarded for TrainND courses unless otherwise specified by a specific class. Please refer to WSC Catalog for information regarding previous educational credit transfer for credit classes.

**STUDENT FEE AND REFUND INFORMATION**
Course fees will be listed with each course. Fees include cost of course and all class supplies, unless otherwise stated. A student may cancel or transfer registration at least one (1) business day prior to class start, unless otherwise stated for a specific class. After this time a processing fee equal to 10% of the class cost will be incurred. Eligible refunds will be issued through the same method that payment was made. Payments made by cash will have eligible refunds issued by check. Standard check processing may take up to 4 weeks. No refunds or transfers will be issued if TrainND is notified after class start. The following courses are subject to additional fees as listed. The 10-Day Crane Operator & NCCCO Certification Preparation will incur a non-refundable $400 processing fee if student chooses or is unable to attend after registering. NCCCO Certification Practical Examinations are not eligible for refunds or transfers after registering, changes made within 48 hours of examination start time will incur a non-refundable $150 cancellation fee. Commercial Drivers’ License (CDL) and 40-Hour HAZWOPER must receive notification of transfer or cancellation at least five (5) business days before class start date. After this time a processing fee equal to 10% of the class cost will be incurred. XTO Contractor Orientation registration is non-refundable, registration maybe transferred between persons or classes up to class start date. Certified Nursing Assistant lab/clinical training requires a non-refundable $100 processing fee if student chooses or is unable to attend after registering.

**STUDENT CONDUCT**
The WSC Student Code of Conduct outlines the rights and responsibilities and expected levels of conduct of citizens in the college community. For more information please refer to www.willistonstate.edu.

**STUDENT ATTENDANCE**
All TrainND courses require 100% attendance for course duration to be eligible for satisfactory completion. Course hours will be listed in the TrainND catalog and website. Makeup class time will not be available to any student. A student may be eligible to transfer to another course and will be required to complete that course in full.

**SATISFACTORY PROGRESS AND COMPLETION**
All courses will be subject to 100% attendance requirements for student to be eligible for successful completion. Additional measures of satisfactory progress and completion will be specific to each course. At the conclusion of each course, instructors will report verification of completion for each student. Unless otherwise stated by specific course, students who do not successfully complete a course will be required to complete the class in full at a later date, with no probation period or additional reentrance requirements. The following courses require additional grading for successful completion as listed. Commercial Drivers’ License (CDL) requires students complete a daily test with 100% pass rate and a final practical exam administered by 3rd party Instructor. Students who do not pass the final practical examination will be required to complete an additional 4 hours of training before being eligible to re-test at no additional charge. Crane Operator Certification requires students complete both a written and practical exam per crane type. Examination results are determined by 3rd party certification provider. Students may re-test as many times as needed, examinations fees must be paid for each test. Students must pass both written and practical examinations within 12 months of passing their first exam.

**CARD REPLACEMENT**
TrainND will not issue replacement cards after two (2) years from date of class completion. Replacement cards for classes completed within two (2) years will be issued subject to payment of the following at time of request. Safety Passport ($15.00), OSHA 10 ($75), Medic First Aid ($25), IVES ($25), IADC ($50), all other TrainND generated cards ($25).

**CLASS CANCELLATION**
TrainND may cancel classes up to class start date. If TrainND cancels a class any registered students at time of cancellation may be transferred to the next available class or request a full refund. Refund will be issued through the same method of payment made. Payments made by cash will have eligible refunds issued by check. Standard check processing may take up to 4 weeks. The following classes will be subject to additional class attendance requirements and cancellation periods: Crane Operator Preparation course requires a minimum five (5) students, class will be cancelled one (1) week prior to class start date if minimum requirement has not yet been met. 10-Day Crane Operator Training requires a minimum three (3) students, class will be cancelled two (2) weeks prior to class start date if minimum requirement has not yet been met. Commercial Drivers’ License (CDL) requires a minimum of three (3) students, class will be cancelled one (1) week prior to class start date if minimum requirement has not yet been met. HAZWOPER 40-Hour Training requires a minimum of four (4) students, class will be cancelled one (1) week prior to class start date if minimum requirement has not yet been met. OSHA courses require a minimum of three (3) students, class may be cancelled up to class start date.
There are 3 easy ways to register so you can pick whatever works best for you. Payment must be made at the time of registration. Contact our main office at 701-572-2835 if you have any questions about courses or how to register.

**ONLINE REGISTRATION**
The easiest and most convenient way to register for classes is online at: [www.willistonstate.edu/trainND](http://www.willistonstate.edu/trainND)

- New Students: You will need to create a student profile before you can register for a class.

- Returning Students: If you have created a user profile, please sign in with your username and password. If you do not remember your password, please call our main office at 701-572-2835.

**IN-PERSON REGISTRATION**
You can register in person at our location:
WSC TrainND Northwest Workforce Centre
415 22nd Avenue NE
Williston, ND 58801

**PHONE REGISTRATION**
You can register by phone by calling:
701-572-2835

Located in the industrial park on the east side of Williston beyond the main campus.

1. **WORKFORCE TRAINING CENTRE** | 415 22nd Ave NE
2. **PETROLEUM CENTRE** | 421 22nd Ave NE

Monday-Thursday: 8a-4:30p | Friday: 8a-4p
safety.training@willistonstate.edu | willistonstate.edu/trainND | 701.572.2835

From WSC take University or E. Dakota Parkway South to E. Broadway/HWY 1804
TURN LEFT (East) on E. Broadway/HWY 1804
TURN LEFT (North) on 22nd Ave NE
It’s the second building on the left behind XTO Energy
TECHNICAL TRAINING
- Frac Operations
- HAZWOPER
- Lease Operations
- Managing Air Quality for the Oil & Gas Industry
- Midstream Operations
- TENORM Training
- IADC WellSharp Well Control

FIRST AID, CPR & HEALTHCARE
- First Aid/CPR/AED Training for Adults
- First Aid/CPR/AED Training for Infants, Children
- First Aid/CPR/AED Instructor Development
- Bloodborne Pathogens
- Adult CPR and AED
- CPR Skills Testing for Healthcare Providers
- Certified Nursing Assistant Training
- Certified Nursing Assistant Examinations
- Quantitative Fit Testing & Online MEG Services

SAFETY TRAINING
- GHS Update for HazCom
- H2S/Respiratory Protection
- PEC Basic with Safeland Endorsement
- PEC Core Compliance
- PEC H2S Clear
- Benzene Awareness
- Silica Awareness
- Defensive Driving with Commentary Drive
- Reasonable Suspicion for Supervisors
- IADC Rig Pass
- Incipient Fire Training (electronic or live fire simulation)
- Confined Space Awareness
- Confined Space -Entrant/Attendant/Supervisor
- Confined Space Rescue
- NFPA 70E
- Utility Locator
- XTO Contractor Orientation

OSHA
- Outreach OSHA 10-HR General Industry
- OSHA Refresher Topics

TRANSPORTATION
- Commercial Driver’s License Training
- Commercial Driver’s License Assessments
- HazMat Driver Training (49 CFR 172.704)
- HazMat Transportation (HM-126)
- Trailer Towing Safety
- UTV Safety

NCCCO CRANE OPERATOR
- Novice Crane Operator Training
- NCCCO Crane Operator Certification Preparation
- NCCCO Written Examinations
- NCCCO Practical Examinations
- NCCCO Rigger & Signal Person
- Cranes available at Williston training yard:
  - Fixed cab
  - Swing cab
  - Lattice crane

INDUSTRIAL EQUIPMENT OPERATOR CERTIFICATIONS
- Forklifts
- Excavator
- Loaders
- Aerial Lifts
- Equipment available at Williston training yard:
  - Rough terrain vertical mast forklift
  - Telehandler
  - Skid steer loader
  - Front end loader
  - Aerial boom lift

COMPUTER TRAINING
- Business Social Media and Marketing
- Introduction to Google Apps
- All about iCloud
- Introduction to Microsoft Office
- Microsoft Excel
- Microsoft Word
- Microsoft Outlook
- Microsoft PowerPoint

FINANCIAL
- Quickbooks
- Small Business Accounting
- PROFESSIONAL DEVELOPMENT
- Diversity in the Workplace
- Title VII/EOC Training
- Classroom Management Training
- Effective Presentation Skills
- Project Management
- Lean Six Sigma Training
- 8 Wastes of Lean

CONSULTING & DEVELOPMENT
- Lean Six Sigma Consultation
- Workforce Training Customization
- Program Development

LEADERSHIP DEVELOPMENT
- Your Leadership Journey
- Communicating for Leadership Success
- Building and Sustaining Trust
- Delegating with Purpose
- Communicating with Impact
- Coaching for Peak Performance
- Resolving Workplace Conflict
- Strategies for Influencing Others
- Working as a High-Performing Team
- Navigating Beyond Conflict
- Taking the HEAT
- Embracing Change
- High-Impact Feedback and Listening
- Accelerating Business Decisions

ROOM RENTAL SERVICES
- Computer Lab
- Training Rooms
- Conference Meeting Rooms

COMING SOON
- I & E Apprenticeship Programs
- ONE BASIN - One Way! Contractor Orientation

TO VIEW OPEN ENROLLMENT SCHEDULE OR REGISTER FOR CLASSES ONLINE VISIT:
www.willistonstate.edu/trainnd

REGISTER IN PERSON:
Workforce Training Centre,
415 22nd Ave NE, Williston, ND 58801

PHONE
701-572-2835

EMAIL
safety.training@willistonstate.edu

TRAINING AVAILABLE AT OUR LOCATIONS AND OFF-SITE BY REQUEST
TrainND Northwest can customize programs to fit your company’s learning needs. With a wide network of professional resources available, we can assist in both development and delivery of customized training ensuring that your employees are receiving the training that they need at a time and place convenient for your business.

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