



*WEDCO is focused on driving the ultimate experience for our clients. We partner with mercycare to offer a wide variety of services, targeted at improving an individual's skill sets to enable them to be gainfully employed.*



### **Work Adjustment Training**

Teaches core readiness skills and successful work behaviors needed to obtain and maintain employment

### **Classroom Training**

- Computer and Clerical Technology
- Customer Service Representative
- Quickbooks, Accounting Fundamentals and Business Planning

### **Job Development and Placement**

- Resume and Cover Letter Writing
- Job Search Skills and Assistance with Job Application
- Interviewing Skills and Techniques

### **Retention Services**

Assistance in obtaining and maintaining employment



Contact WEDCO at 602 274-2605 or email [joyce@wedco.net](mailto:joyce@wedco.net)