

# CERTIFIED LOGISTICS TECHNICIAN



## NATIONALLY RECOGNIZED, TUITION-FREE TRAINING

Mineral Area College now offers a nationally recognized Certified Logistics Technician Certificate. This certificate is ideal for those wishing to enter the logistics field or current logistics employees wanting to increase their skill level.

### Industry Recognized

Our training is certified by the Manufacturing Skill Standards Council (MSSC) and endorsed by the National Association of Manufacturers.

### Training

Flexible online, lab and classroom opportunities allow participants to earn industry-recognized credentials that validate their skills in current manufacturing processes. Curriculum includes e-learning, hands-on skill training in the Advanced Manufacturing Lab and instructor-led classroom study.

Curriculum and training will cover the following supply chain facilities: warehouses, distribution centers, transporters and manufacturing facilities. Training includes:

- Manufacturing Safety (Includes OSHA 30 Training)
- IT Fundamentals
- Teamwork/Workplace Communication
- CLA/CLT Assessment Prep

### College Credit

In addition to your certificate, ten hours of college credit are awarded with this program, and applicable college credit may be applied to the following MAC Associate of Applied Science degrees:

- Industrial Maintenance
- Engineering Technology
  - Civil Architecture
  - Drafting and Design
  - Manufacturing

**INTERESTED IN MANUFACTURING? Mineral Area College has exciting short-term options for eligible applicants seeking tuition-free training and nationally recognized industry credentials.**

## NO TUITION



MAC is one of the MO Colleges awarded federal funds from the Trade Adjustment Assistance Community College and Career Training Grants Program by the Department of Labor, Employment and Training Administration. The MoSTEMWINS grant serves the following eligible participants:

- TAA (Trade Adjustment Assistance) individuals
- Unemployed
- Underemployed
- Low-Skilled
- Entry-level employees wanting to increase their skill level

Lab and book fees are not covered by the grant. However, assistance may be offered to eligible students through the MO Career Center.

## EMPLOYERS



Our partners include the Mineral Area Training Consortium and the SEMO Regional Industrial Training Group, comprised of 28 manufacturers in a seven-county region.

## GETTING STARTED IS EASY!

### Contact MAC

**Alison Sheets**, MoWINS Grant Support Specialist  
(573) 518-3820  
asheets@MineralArea.edu  
**OR**  
**Tina Miller**, MoWINS Program Support Specialist/Navigator  
(573) 518-3840  
miller@MineralArea.edu

### Apply

Complete the MoSTEMWINS Application at [www.MineralArea.edu/MoWINS](http://www.MineralArea.edu/MoWINS).

### Assessment

All applicants must complete the National Career Readiness Certificate. The NCRC is offered at MAC or your local Missouri Career Center. After completing the program application, call either location to schedule this job skills assessment.

### Required Courses

These courses are offered on a rotating basis throughout the year. Contact 518-3820 or 518-3840 for a current schedule.

- Manufacturing Safety
- IT Fundamentals
- Teamwork/Workplace Communication
- CLA/CLT Assessment Prep

### Learn More

**Mineral Area College**  
(573) 518-3820 or (573) 518-3840  
5270 Flat River Rd.  
P.O. Box 1000  
Park Hills, MO 63601  
[www.MineralArea.edu](http://www.MineralArea.edu)

**Missouri Career Center**  
(573) 518-2431  
403 A Parkway Dr.  
Park Hills, MO 63601  
[www.jobs.mo.gov](http://www.jobs.mo.gov)

**(573) 518-3840 • (573) 518-3820 • [www.MineralArea.edu/MOWINS](http://www.MineralArea.edu/MOWINS)**



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## CRITICAL PRODUCTION FUNCTIONS COVERED BY MSSC ASSESSMENTS

The Manufacturing Skill Standards Council (MSSC) credentialing system leading to a CLT covers core competency areas, as defined by MSSC's industry-led, nationally validated skills standards for higher skilled, frontline material handling workers across all supply chain facilities: factories, warehouses, distribution centers and transporters. Individuals are assessed for two credentials: the *foundational-level Certified Logistics Associate (CLA)* certificate and *mid-level Certified Logistics Technician (CLT)* Certification. CLA is a prerequisite for CLT. MSSC training and assessment addresses the need for academic skills as well as technical skills.

The critical work functions and their related key activities are described below:

### CERTIFIED LOGISTICS ASSOCIATE (CLA)

1. Global supply chain logistics life cycle
2. Logistics environment
3. Material handling equipment
4. Safety principles
5. Safe material handling and equipment operation
6. Quality control principles
7. Workplace communications
8. Teamwork and workplace behavior to solve problems
9. Using computers

### CERTIFIED LOGISTICS TECHNICIAN (CLT)

1. Product receiving
2. Product storage
3. Order processing
4. Packaging and shipment
5. Inventory control
6. Safe handling of hazmat materials
7. Evaluation of transportation modes
8. Dispatch and tracking
9. Measurements and metric conversions



MINERAL AREA COLLEGE