



## 12-WEEK MS OFFICE SUITE TRAINING

# SKILLS2WORK

Transferable skills used in most industries.

*Training Offered through OPERATION ABLE*

Learn transferable skills in Intermediate through Advanced Microsoft Office.  
**INSTRUCTOR-LED** training in a virtual classroom environment through video conferencing.

### THIS 12-WEEK MS OFFICE & WORKPLACE ENGAGEMENT SKILLS TRAINING OFFERS:

- Intermediate through Advanced Microsoft Office Skills training
- Intensive Job Search Training
- Includes a focus on workplace relations and honing communication skills

*This training is followed by a 6-week internship to further advance your new skills.*

## NEXT CLASS STARTS REMOTELY on 7/28/25

**FREE to most SNAP recipients**

To Learn More **REGISTER** for an  
Upcoming TUE Morning

**FREE INFORMATION SESSION**

<https://operationable.net/information-sessions>

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or visit [OperationABLE.net](https://OperationABLE.net)

OPERATION ABLE

**ACreating**  
THE PATH TO EMPLOYMENT

*Operation ABLE is a proud member of the NH WORKS System, an American Job Center (AJC) Network and the MassHIRE system, an AJC Network. Operation ABLE is an equal opportunity employer/program. Auxiliary aids and services available upon request to people with disabilities. Relay NH711 and MA 711. See funding details in compliance with the Stevens Amendment at <https://operationable.net/scsep-stevens-amendment/>*

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