

# GSA SCHEDULE

Delivering  
**SOLUTIONS** today  
for the workforce of tomorrow



The Multiple Award Schedules program is the premier government acquisition program in place today. Mirroring commercial buying practices, it is the fastest, easiest and most effective contracting vehicle available. It is designed to help customer agencies comply with all the rules and regulations to buy services and solutions the right way. The Center for Workforce Solutions at Anne Arundel Community College has partnered with GSA to deliver customized training and business solutions to prepare your workforce for tomorrow.

## Our solutions include, but are not limited to:

### Critical Business Skills

- Basic Principles for a Collaborative Workplace
- Reaching for Stellar Service
- Establishing Performance Expectations
- Giving and Receiving Constructive Feedback
- Managing Your Priorities
- Solving Problems: Tools and Techniques

### Occupational Language

- Spanish for Industry, Manufacturing and Warehousing
- Spanish for Nursing
- Spanish for the Physician's Office
- Spanish for Custodial Supervisors
- Spanish for Nurseries, Landscaping and Groundskeeping
- Survival Spanish for Probation Officers
- Spanish for Paramedics and EMTs
- Spanish for Office Personnel
- Spanish for Construction Sites
- Spanish for Requesting Personal Information and Data
- Spanish for Firefighters
- Spanish for Restaurant Staff

**Schedule Title:** 69 Training Aids & Devices, Instructor-Led Training; Course Development; Test Administration

**Special Item Number:** 27-400 – Instructor-Led Training

**Contract Period:** April 27, 2006 – April 27, 2011

**Contract No:** GS-02F-01405