



Job Training Resources

Companies that locate in Missouri's Cape Girardeau Area have access to some of the finest job training programs available in the midwestern United States.

[Southeast Missouri State University](#) works in conjunction with the [Cape Girardeau Career and Technology Center](#) to develop hands-on training programs for area industries.

Currently, 16 area industries have joined together to form the SEMO Regional Industrial Training Group to provide industrial skills training for their employees. This joint effort has reduced the cost of job training by sharing in these costs and has provided a higher quality of customized training.

Southeast Missouri State University

For more than 120 years, [Southeast Missouri State University](#) has provided the region with outstanding educational, athletic and social opportunities. A multipurpose institution with an enrollment of over 9,500, the University strives to offer an excellent education to all through its outstanding facilities and quality faculty.

- Comprehensive University
- 5 Colleges and 2 Schools
- 9,500+ Enrollment
- More than 150 Areas of Study including Science, Technology, Education, Health Professions, Business and Liberal Arts
- Southeast was the only regional university or state college to be listed in the second quartile of Midwestern colleges and universities.

- The University is fully accredited by the North Central Association of Colleges and Secondary Schools.

Southeast Missouri State University's Industrial Technology Department and [School of Polytechnic Studies](#) produce quality graduates who are ready to work in today's manufacturing environment.

School of Polytechnic Studies at Southeast Missouri State University

- New \$10 Million State-of-the-art Facility
- Nationally Accredited Programs
- Placement Rates for Graduates have been nearly 100%
- Both Day & Evening Programs Available
- Recognized as a Missouri Center of Excellence in Advanced Manufacturing Technology
- Programs Accredited by the National Association of Industrial Technology
- Excellent Industrial and Engineering Technology programs focus on high-tech manufacturing and manufacturing support
- Manufacturing, electronics and computer graphics curricula emphasize automation of production and management functions
- Federally funded Workforce Development grants can pay 50% of training costs for qualifying new and expanding businesses

SEMO University's [Technology Resource Center \(TRC\)](#) serves area industries by providing assistance with production training and research projects. The Technology Resource Center (TRC) provides the following services:

- Engineering & Technical Assistance
- New Manufacturing Technologies
- Energy Conservation
- Industry Partnerships
- Research
- Training

Southeast Missouri State University	
<p>School of Polytechnic Studies</p> <p>Southeast Missouri State University</p> <p>One University Plaza, MS 6800</p> <p>Cape Girardeau, MO 63701</p> <p>Phone 573-651-5907</p> <p>Fax 573-651-2827</p> <p>Email: polytech@semo.edu</p>	<p>Technology Resource Center (TRC)</p> <p>Dept. of Industrial and Engineering Technology</p> <p>Southeast Missouri State University</p> <p>One University Plaza, MS 6800</p> <p>Cape Girardeau, MO 63701</p> <p>Phone 800-956-2682</p> <p>Fax 573-651-2985</p> <p>Email: polytech@semo.edu</p>

[Cape Girardeau Career and Technology Center](#)

The Cape Girardeau Career and Technology Center is widely known for its innovative training programs. The Center provides customized training programs specifically designed for businesses and industries, as well as numerous short-term adult education courses. The Center offers programs and courses on a contract basis with area companies.

- New state-of-the-art facility completed in 2001
- Offers 16 secondary programs and 12 post-secondary programs
- Offers Basic Industrial Technical Skills (BITS) program, a 244-hour program covering numerous technical subjects
- Adult education programs include numerous short-term adult courses as well as 16 career preparation (post-secondary education) programs

The Center's Business and Industrial Training Division provides the following services:

- Customized Training Courses
- Management & Supervisory Courses
- Interpersonal Skills Training
- Computer Training
- Basic Skills Courses (Math, English, etc.)
- Job Profiling using the ACT Work Keys System
- Hands-on Skill Training
- Team Development Training

Cape Girardeau Career and Technology Center

1080 South Silver Springs Road

Cape Girardeau, MO 63703

Phone 573-334-0826

Fax 573-334-5930

[Workforce Investment Board of Southeast Missouri](#)

The Workforce Investment Board (WIB) is another local resource for customized job training. WIB also provides assistance with recruitment and referral of qualified applicants and screening services. A variety of training programs and services are offered to increase a company's profits by helping train productive workers. Funding assistance is available to help cover the costs of instructors' salaries, instructional supplies, classroom costs, referral services, and trainee wages.

Workforce Investment Board of Southeast Missouri

760 S. Kingshighway, Suite F

Cape Girardeau, MO 63703

Phone 800-451-0990

Fax 800-928-0335

[Community College New Jobs Training Program](#)

The Community College New Jobs Training Program provides assistance to companies creating a substantial number of new jobs in Missouri. Whether the company is expanding its workforce or locating a new facility in the state, this program is designed to assist with the costs of training employees in newly created jobs.

- An innovative program which provides funding for training workers employed in newly created jobs in Missouri.
- Funding can be used toward reimbursement for training and costs (including necessary equipment) associated with the issuance of certificates at 100% reimbursement.
- Activities such as skill assessment, orientation, pre-employment training, occupational skill training and on-the-job training may be included in the project.
- Mineral Area Community College can initially finance training through the sale of certificates.
- The certificates are repaid using tax credits from the company's regular withholding.
- Tax credits equal 2.5% of gross wages for the first 100 new jobs and 1.5% for the remaining new jobs.
- Tax credits may be claimed for up to 8 years.

[Missouri Customized Training Program](#)

The Customized Training Program provides assistance to Missouri employers for the training and retraining of new and existing employees. The Missouri Department of Economic Development through the Division of Workforce Development operates the program in cooperation with the Missouri Department of Elementary and Secondary Education. A business may request Customized Training when it is new or expanding and creating new jobs in Missouri.

- Provides tailor-made training programs specially designed for businesses
- Involves On-the-Job Training, Classroom Skill Training, or a combination of the two
- Financial assistance and tax credits offset training costs
- State and federal funds can reimburse up to 100% of training costs

Missouri Department of Economic Development Division of Workforce Development

760 South Kingshighway, Suite J

Cape Girardeau, MO 63703-7676

Phone 573-290-5766

Fax 573-290-5746

[Mineral Area College](#)

Mineral Area has a wide variety of offerings to improve productivity in business and industry. Since 1993 the College has provided training and performance improvement services to area businesses. Programs such as leadership and interpersonal skills, computer applications, customer service, industrial training programs, strategic planning, workforce development and needs assessment are available through the College.

Funding Assistance -- The school serves as a liaison between the employer, the Department of Workforce Development and the Department of Elementary and Secondary Education to secure funding assistance for employee training and education. Eligible employers may receive funds through the Missouri Customized Training Program or the Community College New Jobs Training Program.

For More Information -- To learn more, call the office of Career and Technical Education at (573) 518-2157 or contact Bev Hickam, Director of Business and Industry Programs, Mineral Area College at 573-270-3542, bevcape@hotmail.com.

- Assists companies with training plans and curriculum development
- Provides onsite credit classes
- Administers the Missouri Customized Training Program for the region
- Extensive leadership and interpersonal skills training programs available

- Provides consulting services in areas of strategic planning, needs assessment, job assessments, performance improvement, facilitation, etc.
- Partners with educational institutions and state organizations to provide industrial training

Mineral Area College

Office of Career and Technical Education

P.O. Box 1000

Park Hills, MO 63601

Phone 573-518-2157

Fax 573-518-2292

SEMO Regional Industrial Training Group

- A consortium of area industries who have joined together to provide industrial skills training for their employees
- Group consists of 16 area industries representing 5,000+ employees
- Customized training programs developed
- Shared training significantly reduces costs
- Group receives annual customized training grant from Missouri Department of Elementary and Secondary Education
- Participants in classes may earn credit toward an AAS degree in Industrial Maintenance from Mineral Area Community College