Career & Technical Education

<table>
<thead>
<tr>
<th>Which Career Is For Me?</th>
<th>Consider these Programs/Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>I enjoy working with my hands.</td>
<td>Welding</td>
</tr>
<tr>
<td>I enjoy fixing broken down equipment.</td>
<td>Industrial Health &amp; Safety</td>
</tr>
<tr>
<td>I am interested in the energy industry.</td>
<td>Energy Technology</td>
</tr>
<tr>
<td>I enjoy solving problems.</td>
<td>Management</td>
</tr>
<tr>
<td>I enjoy working with others.</td>
<td>Accounting</td>
</tr>
<tr>
<td>I can understand computers.</td>
<td>General Business</td>
</tr>
<tr>
<td>I would like to be a manager or director.</td>
<td>Administrative Services</td>
</tr>
<tr>
<td>I enjoy working with numbers.</td>
<td>Information Management</td>
</tr>
<tr>
<td>I would to run or own my own business.</td>
<td>Early Care, Education &amp; Family Studies</td>
</tr>
<tr>
<td>I would like to be Office Manager.</td>
<td>Direct Support Education</td>
</tr>
<tr>
<td>I enjoy helping people. I enjoy teaching.</td>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>I like to take care of people.</td>
<td></td>
</tr>
<tr>
<td>I enjoy working with children.</td>
<td>Information Technology &amp; Management</td>
</tr>
<tr>
<td>I am interested in health.</td>
<td>Criminal Justice Administration</td>
</tr>
<tr>
<td>I would like to know more about medicine.</td>
<td>Court Reporting</td>
</tr>
<tr>
<td>I am interested in finding ways to help people.</td>
<td></td>
</tr>
<tr>
<td>I like to be creative.</td>
<td></td>
</tr>
<tr>
<td>I enjoy working with computers.</td>
<td></td>
</tr>
<tr>
<td>I would like to know more about illustration.</td>
<td></td>
</tr>
<tr>
<td>I like to solve problems.</td>
<td></td>
</tr>
<tr>
<td>I am interested in the legal profession.</td>
<td></td>
</tr>
<tr>
<td>I would like to know more about corrections and law enforcement careers.</td>
<td></td>
</tr>
<tr>
<td>I would like to know about court proceedings.</td>
<td></td>
</tr>
</tbody>
</table>

CHANGE THE PRESENT, MAKE A FUTURE!

Taft College
West Kern Community College District

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Career & Technical Education

Career & Technical Education (CTE) provides opportunities for individuals to receive training in a variety of occupational fields. CTE courses also allow individuals already working to upgrade their skills in order to continually meet business and industry standards.

Programs & Courses

Public/Legal Services

Criminal Justice Administration
This program is designed for those interested in learning more about the criminal justice field. Students may earn an associate degree in Criminal Justice Administration (CJA) upon successfully completing program requirements. A concentration is also available for those interested in Corrections.

Court Reporting
This program is designed for those wishing to enter the field of court reporting. Courses in this program prepare students to take the California Court Reporter’s Board examination to become Certified Court Reporters (CSR).

Career Options & Choices ***
- Court Reporter
- Deposition/Freelance Court Reporter
- Hearing Reporter
- Medical Transcriptionist
- Legal Assistant
- Broadcast Captioner
- Probation Officer
- Security Guards
- Correctional Officer
- Law Enforcement Officer

Health Services

Dental Hygiene
This is one of Taft College’s premier and widely recognized programs in the region. The program provides high quality training and preparation for those wishing to enter the dental profession as a hygienist. The program is accredited by the American Dental Association Board.

Career Options & Choices ***
- Dental Assistant
- Dental Hygienist
- Dentist

Human Services

Business, Management, and Information Management

Accounting
Students may earn a one-year certificate in Accounting. This one year program is designed for those students interested in seeking initial employment in bookkeeping and accounting and to improve the skills of those already in this profession. An associate degree study option is also available to students interested in pursuing further studies in this field.

General Business
The General Business program provides individuals with educational training and skills in general business principles and procedures. An associate degree may be earned upon successful completion of required courses and general education requirements.

Information Technology & Management
This program is designed to prepare individuals for a career in information management. It is planned to provide a working knowledge of computers and their applications in business and industry.

Management
This program was developed to provide training and education for current and aspiring managers and leaders. The program provides a concentrated foundation of courses in conflict resolution, principles of supervision, team work, general business, etc.

Career Options & Choices ***
- Accountant
- Bookkeeper
- Entrepreneur
- Business Owner
- Computer Technician
- Information Tech Specialist
- Database Specialist
- Supervisor
- Tax Specialist
- Finance Officer
- Data Technician
- Manager
- Director
- Team Lead

Industrial Technology

Direct Support Education
This program is designed for those interested in seeking employment in a field working with individuals with disabilities.

Early Care, Education & Family Studies
The program is designed to provide individuals with the foundation into understanding early care, education, family relations. The program will prepare individuals to enter into a variety of disciplines and careers working with children, families, and communities. The Early Care, Education, and Family Studies program will be beneficial to anyone who has children in their lives: parents, teachers (elementary and early childhood education), social workers, counselors, law enforcement, special educators, foster parents, and grandparents.

Career Options & Choices ***
- Child Care Provider
- Elementary School Teacher
- Preschool Teacher
- Special Education Teacher
- Social Worker

Administrative & Office Support

Administrative Service
This program provides training and education for those currently or aspiring to work as administrative assistants, clerks, secretaries, and others.

Career Options & Choices ***
- Administrative Assistant
- Secretary
- Scheduler
- Legal Secretary
- Data Technician

Industrial Health & Safety
The Industrial Health & Safety program is designed for students who are interested in pursuing careers in any one of a number of fields that require broad knowledge about health and safety requirements. These careers may involve: petroleum, manufacturing, construction, natural resources, etc.

Welding Technology
The program is designed to provide comprehensive occupational training in common types of welding processes as related to today’s welding industries. This program will provide students with the opportunity to develop manipulative skills and technical knowledge required to perform in a variety of entry-to-mid level welding careers in manufacturing, petroleum, fabrication, and others. The courses and training will prepare students to take the necessary code tests required in several occupational fields for employment.

Energy Technology
This program is designed to provide training and education in technical & professional skills to enable individuals to work in the energy industry. Individuals with the education and training can provide support and assistance to engineers, geologists, and operations staff in a variety of career and job types in the petroleum and energy industry. Skills attained will be transferrable to other related profession such as manufacturing, food processing, renewable/alternative energy fields, etc.

Career Options & Choices ***
- Welder
- Safety Specialist
- Energy Technician
- Operator
- Maintenance Technician
- Engineering Assistant
- Production Technician
- Energy Technologist

Do something you enjoy! Don’t just get any job, get a Career!