

MCC has it all...

lined up and waiting for you in the fall semester.

Limited openings in the following programs are available at Monroe Community College for Fall 1974. These programs are designed to prepare you for employment immediately after you have completed the required courses, or the first two years of a four-year program.

Reserve your place NOW at MCC.
Call Admissions Office 442-6400.



Service Oriented Occupations

Criminal Justice

Good opportunities exist for these positions: Correctional Officer, Private Investigator, Industrial Security Officer, Policewoman, Policeman.

Fire Science

Industrial Fire Safety and Security, Fire Protection Engineering and Technology, Fire Insurance Inspection, Investigation and Underwriting, and Municipal, Town and County Fire Departments are fields waiting for you.

Food Service Administration

Food Service Trainee Manager or Supervisor. After training he or she should be qualified for: Director of College Feeding, Industrial Canteen Manager, School Lunch Director, or Caterer.

Business and Office Careers

Accounting

Accounting Clerk, Bookkeeper, Accountant Trainee, Office Manager

Data Processing

Programmer Trainee, Programmer, Console Operator, Peripheral Equipment Operator, Tape and Disk Librarian, Systems Analyst, and Operations Manager are typical areas.

Marketing

Retail Management Trainee, Buyer's Trainee Program, Advertising Department Trainee

Retail Business Management

Retail Store Manager, Salesman, Sales Manager, Buyer, Display Technician or Supervisor, Fashion Coordinator

Secretarial Science

Secretary, Technical Secretary, Legal Secretary, Secretary for City, County and Federal Government Offices, Medical Secretary, Executive Secretary

Certificate Programs

Clerk Typists

1 year program, provides background in typing, general office practices and procedures, emphasizing transcription from dictation machines. Immediate employment opportunities.

Small Business Management

1 year program, provides basic knowledge in accounting, marketing, management and economics. For students wishing to enter small business. After completion of the requirements for the Certificate Program, if the student elects to matriculate for a degree in Business Administration or Secretarial Science, those credits will be applied in partial fulfillment of the requirements of the respective programs. Opens up opportunity to continue to a 2 or 4 year degree program.

General Studies Program

Ideal 1 and 2 semester courses to assist students who wish to pursue a college education, but lack the basic academic skills.

Transfer Programs

Business Administration

Prepares students to transfer into Bachelor's Degree programs in Business Administration or related business fields, as well as preparing for immediate employment opportunities.

Liberal Arts

Prepares students to transfer into a variety of Bachelor's Degree programs, or (with selective two-year course scheduling at MCC) makes possible employment opportunities.

Engineering Technician Careers

Biomedical Engineering Technology

Member of medical team, with responsibility for operation of electronic and mechanical devices necessary for diagnosis and therapy

Civil Technology

Assistant to Civil Engineer, Surveyor, Highway Inspector, Draftsman, Material Tester, Assistant to Designer

Instrumentation Technology

Engineering Aide, Manufacturing Process Technician, Test and Calibration Technician, Assistant Engineer-Equipment Installer, and Instrument Designer and Fabricator are areas you may enter.

Optical Engineering Technology

Engineering Aide, Production Engineer, Quality Control Aide, Research and Development Aide, Standard Laboratory Technician, Assistant Supervisor in companies making Optical-Electromechanical or Photographic equipment

For information Contact Admissions Office

Monroe Community College

1000 E. Henrietta Road Rochester, N.Y. 14623 Call today 442-6400