



## Application for Admission

# CERTIFIED LOGISTICS TECHNICIAN

Jefferson College Workforce & Employment Services • 1000 Viking Drive • Hillsboro, MO 63050-2441  
(636) 481-3223 • TDD (636) 789-5772 • www.jeffco.edu

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LAST

FIRST

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PREVIOUS NAME

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CURRENT ADDRESS

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CITY, STATE, ZIP CODE

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SOCIAL SECURITY NUMBER

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DATE OF BIRTH

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EMAIL

Do you have a high school diploma? Yes  No  HiSET Yes  No   
Please attach copy with application.

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HOME PHONE NUMBER

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CELL PHONE NUMBER

*It is the policy of Jefferson College that no person shall, on the basis of age, ancestry, color, creed, disability, gender, national origin, race, religion, or veteran status, be subject to discrimination in employment or in admission to any educational program or activity of the College. Please note: If accommodations for a disability are needed, please contact Christine Platter at (636) 481-3148. TDD users may call (636)789-5772. The contents of this application are provided for informational purposes. The application is accurate at the time of printing but is subject to change. Any such changes may be implemented without prior notice and are effective when made. Jefferson College reserves the right to terminate programs for financial or other reasons which the College determines warranted. The programs, services, or other activities of the College may be terminated at any time due to reasons beyond the control of the College, including—but not limited to—acts of God, natural disasters, destruction of premises, labor disturbances, governmental orders, or financial insolvency.*

## The Essential Functions Of The Logistics Technician

The CLT Certification addresses the core technical competencies of higher skilled frontline material handling workers in all supply chain facilities: in factories, warehouses, distribution centers and transportation companies. MSSC awards the foundational level Certified Logistics Associate (CLA) certificate and the mid-level CLT certification. CLA is a prerequisite for CLT.

I UNDERSTAND THAT I MAY RECEIVE UP TO 2 CERTIFICATES UPON COMPLETION OF THE PROGRAM INCLUDING THE CERTIFICATIONS LISTED BELOW. RECEIPT OF SOME CERTIFICATIONS WILL BE DEPENDENT ON SUCCESSFUL COMPLETION OF RELATED EXAMS.

- Certified Logistics Associate (CLA)
- Certified Logistics Technician (CLT)

Student learning objectives for CLA include:

- Global Supply Chain Logistics Overview
- The Logistics Environment
- Material Handling Equipment
- Safety Principles
- Safe Use of Material Handling Equipment
- Quality Control
- Teamwork and Workplace Conduct
- Work Communication
- Using Computers
- Common Logistics Terminology

Student learning objectives for CLA include:

- Product Receiving
- Product Storage
- Order Processing
- Packaging and Shipping
- Logistics Documentation
- Inventory Control
- Safe Handling, Storage and Transport of Hazmats
- Evaluation of Transportation Modes
- Dispatch and Tracking Operations
- Metric Conversions

**I have read the above statement and have answered to the best of my knowledge,**

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Signature of Applicant

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Date

Please complete the following:

1. Do you have any prior experience working in the logistics industry?  Yes  No  
If yes, please provide a brief summary of your experience:

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2. Do you have sufficient access to a personal computer/internet to complete course requirements?  Yes  No

If no, how do you plan to complete this course?

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3. Are you proficient:
- a. using a personal computer? Yes \_\_\_\_ No \_\_\_\_
  - b. in Microsoft Word? Yes \_\_\_\_ No \_\_\_\_
  - c. In Microsoft Excel? Yes \_\_\_\_ No \_\_\_\_

4. Do you understand this course will require a hands-on lab experience?  Yes  No

### EMERGENCY INFORMATION

Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

Physician: \_\_\_\_\_ Phone #: \_\_\_\_\_

Allergies:

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Please make sure that all sections of this application are complete with accurate up-to-date information.

**I have read the above statement and have answered to the best of my knowledge,**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date