| Professional Development Certificate (PDC) |
| --- |
|

| Employee Name:      | Certificate Start Date:      |
| --- | --- |
| Department:      | Certificate Completion Date:      |

 |

|  |  |  |
| --- | --- | --- |
| Date Completed: | Employee Initial: |  Course: |
|       |  |  |       |  |  |  | Diversity Training for Employees |
|       |  |  |       |  |  |  | Ethical Issues in Today's Workplace |
|       |  |  |       |  |  |  | Generational Diversity |
|       |  |  |       |  |  |  | Listening: The Forgotten Skill |
|       |  |  |       |  |  |  | Preventing Sexual Harassment for Employees |
|       |  |  |       |  |  |  | Professional Impact |
|       |  |  |       |  |  |  | State Government Foundations |

|  |
| --- |
|       |
| Employee Signature |
|       |
| Supervisor Signature |
|       |
| Training Liaison Signature |
|       |
| Performance & Development Signature |

