

Gain New Skills, Explore New Opportunities, and Launch Your Career with Partners HealthCare!

Are you ready and motivated to find a great entry-level job with good wages and benefits in a growing industry and in a premier health care organization?

Do you have a strong desire to help others, genuine concern for the welfare of patients and clients, and the ability to work with people of diverse backgrounds in challenging situations?

Do you need to strengthen your skills?

2010 Cycle Start Dates

- January 19
- April 5
- July 12
- October 4



"I love the opportunity that this program provided for me. Not only do I feel like I'll be completely successful in whatever job I acquire now, I know I'll be successful at the career that I've chosen for myself."
Program Graduate/MGH Employee



Partners HealthCare is an integrated health care system, founded by Brigham and Women's Hospital and Massachusetts General Hospital, that offers patients a continuum of coordinated high-quality care. In addition to its two academic medical centers, Partners includes community and specialty hospitals, health centers, a physician network, home health and long-term care services, and other health-related entities.

Our free, full-time, 6-week training and employment program will help you become our next: Office Assistant, Unit Coordinator, Patient Service Coordinator, Practice Secretary, Laboratory Aide, Medical Record Clerk, Operating Room Assistant, or one of our many other exciting positions.

A great job with good wages and opportunities for advancement are all waiting for YOU!

95% of trainees graduate and 90% are placed in full-time jobs with competitive salaries and benefits within 6 weeks!

Call 617-585-2850 to reserve your seat at one of our upcoming Open Houses for the Partners HealthCare Training and Employment Program!

Training Includes:

- Introduction to the Health Care Environment
- Resume Preparation
- Interviewing Skills
- Medical Terminology
- Customer Service Skills
- Communication Skills
- Internship in a Hospital Department
- Job Placement Assistance
- Career Counseling and Development
- Post-Placement Support and Follow-Up
- Financial Literacy Education
- Supportive Services
- Professional Image Development

Eligibility Requirements

Applicants Must:

- Be at least 18 years old with a professional attitude
- Have a high school diploma or equivalent
- Pass assessments in reading, writing and Microsoft Word skills
- Successfully complete CORI screening (Criminal Offender Record Investigation)
- Provide verification of at least one consecutive year of work experience
- Speak, write and understand English
- Be able to work full-time and complete a 90 day probationary period
- Be able to attend an Open House
- Be able to attend training: Monday–Friday, 9AM–5PM
- Be eligible to work in the United States