



# OGEECHEE TECHNICAL COLLEGE BUSINESS TECHNOLOGY



**OGEECHEE**  
**TECHNICAL COLLEGE**  
*Education with Purpose*

## WHY BUSINESS TECHNOLOGY

The Business Technology program at Ogeechee Tech can give you the skills you need to be successful in this **GROWING FIELD**. From major corporations to independent businesses, every operation needs skilled administrators to **IMPROVE COMMUNICATION** in the workplace and **ENHANCE BUSINESS OPERATIONS**. Business technology may lead to careers in areas like bill and account collection, bookkeeping, accounting, customer service, or desktop publishing. This field can also lead to career paths including mid-level managers and administrative service managers.

One Joseph E. Kennedy Blvd. | Statesboro, GA 30458 | 912.681.5500 | [www.ogeecheetech.edu](http://www.ogeecheetech.edu)



*Be seen. Be heard. Be social.*

## PROGRAMS OF STUDY

Business Technology AAS Degree  
Business Healthcare Technology AAS Degree  
Business Technology Diploma  
Business Healthcare Technology Diploma  
Administrative Support Assistant Certificate  
Healthcare Billing and Reimbursement  
Healthcare Office Assistant Certificate  
Microsoft Office Applications Professional Certificate

## TOP CAREERS IN BUSINESS TECHNOLOGY

BILLING COORDINATOR  
OFFICE MANAGER  
CUSTOMER SERVICE REPRESENTATIVE

[Average salary \$39,590- 58,820] \*

*\* Source: \* U.S. Bureau of Labor Statistics (BLS).*

## WE'LL SUPPORT YOU

Ogeechee Technical College is dedicated to supporting you with all the resources necessary to achieve maximum success in school, the workplace, and life. Support includes the Success Lab and the Academic Enrichment Center, Counseling Services, Disability Services, Career Services, and more.

## FOR ADDITIONAL INFORMATION:



**MICHAEL TWISDALE**  
Business Technology Instructor

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## NEED TO KNOW INFO:

[www.ogeecheetech.edu](http://www.ogeecheetech.edu)  
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TOLL FREE: 800.646.1316  
EMAIL: [info@ogeecheetech.edu](mailto:info@ogeecheetech.edu)

ACADEMIC AFFAIRS: 912.688.6045  
ADMISSIONS: 912.688.6994  
ADULT EDUCATION: 912.871.1721  
BOOKSTORE: 912.871.1648  
CONTINUING EDUCATION: 912.871.1816  
FINANCIAL AID: 912.486.7402  
LIBRARY: 912.871.1606  
REGISTRAR: 912.871.1611

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Ogeechee Technical College is a unit of the Technical College System of Georgia.