MOS

Microsoft Office Specialist is where you are learning new skills from day to day (for example learning how to do Database, learning how to use Microsoft Access, Creating Spreadsheet,

Creating tables, Running and Creating Macros, Data analysis, Data visualization, validating data, creating documents.) and by end of the you will be put in for a exam and be giving an certificate with all this experience it will help for employees to see how good you are in IT and it will help for your CV for other employees