

| MON | TUE | WED | THU | FRI | SAT |
|--------------------------------------|--------------------------------------|---------------------------------------|-----------------------------------|---|-----|
| | 1 OFFICE CLOSED | 2 | 3 Career Basics 3:30 - 5:00 | 4 | 5 |
| 7 Computer Basics 1:30 - 2:30 | 8 Interview Prep 4:00 - 5:00 | 9 EMPLOYER SPOTLIGHT | 10 CLOSING AT 1PM | 11 | 12 |
| 14 | 15 | 16 Interview Prep 10:00 - 11:00 | 17 EMPLOYER SPOTLIGHT | 18 | 19 |
| 21 Computer Basics 3:30 - 4:30 | 22 EMPLOYER SPOTLIGHT | 23 Career Basics 3:30 - 5:00 | 24 | 25 | 26 |
| 28 OFFICE CLOSED | 29 Computer Basics 1:30 - 2:30 | 30 | 31 OFFICE CLOSED | ALL EVENTS AND SERVICES ARE FREE AND OPEN TO THE PUBLIC Please call to register for events. | |

Career Basics

Receive application assistance, development and writing for resumes, cover letters and references.

Computer Basics

Computer Basics includes information and practice on the following topics: using the mouse, different types of computers, software/hardware, internet use, e-mail and Microsoft Word.

Employer Spotlight

Onsite interviews with local companies.

Interview Prep

Short tips for having a successful interview.

Other Services

Our center is open daily for use of the computer lab, access to self-directed job development resources and walk-in service.

FOR MORE INFORMATION



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YOU DONATE. WE TRAIN. JOBS EARNED. LIVES CHANGED.