JANUARY KINGMAN WORKSHOP CALENDAR

S	M	T	W	T	F	S
	Job Club	Job Skills Match 10 am Career Exploration 10:30 am 1	Computer Help 9-12 am TABE testing By Appointment Only Resume Building 2 pm 2	What Employers Want 2 pm Job Applications 3 pm 3	Interviewing with Confidence 10am Job Club 11 am 4	Job Skills Match 5
6	Orientation 2 pm 7	Job Skills Match 10 am Career Exploration 10:30 am 8	Computer Help 9-12 am TABE testing By Appointment Only Resume Building 2 pm 9	What Employers Want 2 pm Job Applications 3 pm 10	Interviewing with Confidence 10am Job Club 11 am 11	What Employers Want 12
Computer Help 13	Orientation 2 pm 14	Job Skills Match 10 am Career Exploration 10:30 am 15	Computer Help 9-12 am TABE testing By Appointment Only Resume Building 2 pm 16	What Employers Want 2 pm Job Applications 3 pm 17	Interviewing with Confidence 10am Job Club 11 am 18	19
Career Exploration 20	Orientation 2 pm 21	Job Skills Match 10 am Career Exploration 10:30 am 22	Computer Help 9-12 am TABE testing By Appointment Only Resume Building 2 pm 23	What Employers Want 2 pm Job Applications 3 pm 24	Interviewing with Confidence 10am Job Club 11 am 25	Interviewing with Confidence 26
Resume Building 27	Orientation 2 pm 28	Job Skills Match 10 am Career Exploration 10:30 am 29	Computer Help 9-12 am TABE testing By Appointment Only Resume Building 2 pm 30	What Employers Want 2 pm Job Applications 3 pm 31	Job Applications	

7 STEPS TO WORK READINESS WORKSHOPS

1- Orientation
Monday 11 am

2- Job Skills Match
Every Monday at 1:30 pm

3- Career Exploration
Every MONDAY AT 2 pm

4- Resume Building
Every Wednesday at 2 pm

5- What Employers Want
Every Thursday at 10 am

6- Job Applications
Every Thursday at 1:30 pm

7- Interviewing with Confidence
Every Friday at 10am

When the week is interrupted by a holiday, we will attempt to move workshops to another day that week.

OTHER WORKSHOPS

Job Club
Every Friday at 11 am

Computer Help
Every Wednesday, 1/2 hour sessions between 1 pm and 4 pm

Financial Fitness

TABE testing every Wednesday and Friday BY APPOINTMENT
Ask a staff member if you need an appointment.

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OPEN
Mon-Fri 8am to 5pm
Closed
12 pm -1pm for lunch