



ORIENTATION & CAREER ESSENTIAL WORKSHOPS

Orientation to Available OneStop Services

July 5th, 12th, 10th, 26th 9:30am RES

July 6th, 13th, 20th, 27th 10:00am SNAP

Career Essential Workshops

July 11th & 25th 11:00am Module I **Goal Setting**
Work Values and Career Interest
Conducting a Job Search

July 11th & 25th 12:00pm Module II **Resume Writing**
Interviewing
Letter Writing

July 11th & 25th 2:00pm Module III **Basic Customer Service**
Business Etiquette
Appropriate Behavior in the Workplace
Positive Attitude and Motivation
Communication Skills
Problem Solving
Anger Management