

WorkSource Portland Metro Tualatin (TU)

February 2010 Job Search Workshops

*Participation in these workshops requires completion of the Center Welcome Process. Please visit WorkSource Tualatin (or your closest WorkSource Center) to complete the Welcome Process.

Monday 1-Feb	Tuesday 2-Feb	Wednesday 3-Feb	Thursday 4-Feb	Friday 5-Feb
<p>*9:00-12:00 Workplace Computer - Basic WSBH, Room 219</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>*9:30-12:00 Interview Workshop, TU, CONF. RM B - Meghan</p> <p>9:30-11:00 High Tech Networking Group, WSBH, Multi-Purpose Room - Becky</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p>	<p>*8-5 Career Assessment and Planning WSBH, Room 108</p> <p>*9:00-12:00 Workplace Computer - Basic WSBH, Room 219</p> <p>*10:00-11:30 Job Club, TU, CONF. RM A/B - Virginia</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>*1:30-3:00 Resume Workshop, TU, CONF. RM B Mashelle</p> <p>3:00-4:00 – Job Corps Info Session, WSBH, Room 109 - Liz</p>	<p>*9:00-12:00 Workplace Computer - MS Office WSBH, Room 219</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>10:00-12:00 Employer Connections TU, CONF. RM B - Barbee</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p>	<p>*9:00-12:00 Workplace Computer - MS Office, WSBH, Room 219</p> <p>*12:30-2:00 Job Search Workshop, TU, Computer Lab - Marem</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>3:00-4:00 – Job Corps Info Session, Hillsboro Civic Center, Room 207 - Liz</p>	<p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>9:30-11:00 High Tech Networking Group, WSBH, Multi-Purpose Room - Becky</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Workplace Math, WSBH, Room 205</p>
<p>8-Feb</p> <p>*9:00-12:00 Workplace Computer - Basic WSBH, Room 219</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>*9:30-12:00 Interview Workshop, TU, CONF. RM B - Kathryn</p> <p>9:30-11:00 High Tech Networking Group, WSBH, Multi-Purpose Room - Becky</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p>	<p>9-Feb</p> <p>*9:00-12:00 Workplace Computer - Basic WSBH, Room 219</p> <p>*9:30-11:30 Advanced Resume Workshop, TU, CONF. RM B - Becky</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>*1:30-3:00 Resume Workshop, TU, CONF. RM B Thomas</p> <p>3:00-4:00 – Job Corps Info Session, WSBH, Room 109 - Liz</p>	<p>10-Feb</p> <p>*9:00-12:00 Workplace Computer - MS Office, WSBH, Room 219</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>10:00-12:00 Employer Connections TU, CONF. RM B - Barbee</p> <p>*11:00-12:00 Financial Aid Basics, TU, Classroom - Sue</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>**1:00-5:00 Career Mapping - WorkSource SE - See Website for directions</p>	<p>11-Feb</p> <p>*9:00-12:00 Workplace Computer - MS Office, WSBH, Room 219</p> <p>*10:00-11:30 Resume Review Workshop, TU, CONF. RM B - Larisa. <i>Pre-requisite required, see reverse side.</i></p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>3:00-4:00 – Job Corps Info Session, Hillsboro Civic Center, Room 207 - Liz</p>	<p>12-Feb</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>9:30-11:00 High Tech Networking Group, WSBH, Multi-Purpose Room - Becky</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Workplace Math, WSBH, Room 205</p>
<p>HOLIDAY (PRESIDENT'S DAY)</p>	<p>16-Feb</p> <p>*9:00-12:00 Workplace Computer - Basic WSBH, Room 219</p> <p>*10:00-11:30 Job Club, TU, CONF. RM A/B - Virginia</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>*1:30-3:00 Resume Workshop, TU, CONF. RM B Mashelle</p> <p>3:00-4:00 – Job Corps Info Session, WSBH, Room 109 - Liz</p>	<p>17-Feb</p> <p>*9:00-12:00 Workplace Computer - MS Office WSBH, Room 219</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>10:00-12:00 Employer Connections TU, CONF. RM B - Barbee</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p>	<p>18-Feb</p> <p>*8-5 Career Assessment and Planning WSBH, Room 109</p> <p>*9:00-12:00 Workplace Computer - MS Office, WSBH, Room 219</p> <p>*12:30-2:00 Job Search Workshop, TU, Computer Lab- Mary Ann</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>3:00-4:00 – Job Corps Info Session, Hillsboro Civic Center, Room 207 - Liz</p>	<p>19-Feb</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>9:30-11:00 High Tech Networking Group, WSBH, Multi-Purpose Room - Becky</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Workplace Math, WSBH, Room 205</p>
<p>22-Feb</p> <p>*9:00-12:00 Workplace Computer - Basic WSBH, Room 219</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>*9:30-12:00 Interview Workshop, TU, Classroom - Roland</p> <p>9:30-11:00 High Tech Networking Group, WSBH, Multi-Purpose Room - Becky</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p>	<p>23-Feb</p> <p>*9:00-12:00 Workplace Computer - Basic WSBH, Room 219</p> <p>*9:30-11:30 Advanced Resume Workshop, TU, CONF. RM B - Becky</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>*1:30-3:00 Resume Workshop, TU, CONF. RM B Thomas</p> <p>3:00-4:00 – Job Corps Info Session, WSBH, Room 109 - Liz</p>	<p>24-Feb</p> <p>**9:00-1:00 Career Mapping - WorkSource Central - See website for directions</p> <p>*9:00-12:00 Workplace Computer - MS Office WSBH, Room 219</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>10:00-12:00 Employer Connections TU, CONF. RM B - Barbee</p> <p>*11:00-12:00 Financial Aid Basics, TU, Classroom - Sue</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>*2:00-3:30 Informational Interviewing Tape, TU, CONF. RM B - Virginia</p>	<p>25-Feb</p> <p>*9:00-12:00 Workplace Computer - MS Office, WSBH, Room 219</p> <p>*10:00-11:30 Advanced Resume Review Workshop, TU, CONF. RM B - Becky. <i>Pre-requisite required, see reverse side.</i></p> <p>*1:00-5:00 Career Exploration, TU, Computer Lab - Staff</p> <p>*1:00-4:00 Open Skills Lab, WSBH, Room 219</p> <p>3:00-4:00 – Job Corps Info Session, Hillsboro Civic Center, Room 207 - Liz</p>	<p>26-Feb</p> <p>*9:00-12:00 Workplace Math, WSBH, Room 205</p> <p>9:30-11:00 High Tech Networking Group, WSBH, Multi-Purpose Room - Becky</p> <p>*12:30-1:30 Training Preparation Workshop, TU, Classroom</p> <p>*1:00-4:00 Workplace Math, WSBH, Room 205</p>

Sign up for workshops through your WorkSource Account at www.worksourceportlandmetro.org or contact a staff person for assistance.