



FEB 2019

SUN	MON	TUE	WED	THU	FRI	SAT
					01	02
03	04	05	06	07	08	09
	Intro to Computers 1pm – 2pm	Soft Skills 1pm – 2pm Simos Job Fair 11am-2pm	Resume Building 1pm – 2pm	Internet Basics 1pm – 2pm	Open Hours 8:30 am - 4:30 pm	
10	11	12	13	14	15	16
	Intro to Computers 1pm – 2pm	Soft Skills 1pm – 2pm Simos Job Fair 11am-2pm	Resume Building 1pm – 2pm	Internet Basics 1pm – 2pm	Open Hours 8:30 am - 4:30 pm	
17	18	19	20	21	22	23
	Intro to Computers 1pm – 2pm	Soft Skills 1pm – 2pm Simos Job Fair 11am-2pm	Resume Building 1pm – 2pm	Internet Basics 1pm – 2pm	Open Hours 8:30 am - 4:30 pm	
24	25	26	27	28	01	
	Intro to Computers 1pm – 2pm	Soft Skills 1pm – 2pm Simos Job Fair 11am-2pm	Work Readiness Workshop 10 am – 12pm	Internet Basics 1pm – 2pm	Open Hours 8:30 am - 4:30 pm	

JOB CONNECTION CENTER

2600 Sylvania Ave | 419.214.3123

Mon – Thurs 8:30am – 4:30pm

Please reference our online calendar for any updates: www.goodwillnwohio.com

All Workshops provided by Goodwill

Intro to Computers: This workshop is designed to help individuals with basic computer terminology and skills. We will guide you in creating documents with Microsoft Office and Google Suite.

Soft Skills: This workshop is designed to help individuals prepare for a job interview. It provides communication tips, strategies to problem solve, and an opportunity to best practice these soft skills.

Resume Building: This workshop is designed to prepare individuals to write a resume. It provides preparation tips, strategies for resume writing, and an opportunity to start a resume or improve an existing resume.

Work Readiness: This workshop is designed to help people be more successful working in teams on the job. It provides opportunities for individuals to consider the importance of partnership and communication on the job. Includes, mock interviews and how to dress for an interview.

Internet Basics: This workshop is designed to help guide individuals with web browsing in Google Chrome, Internet Explorer, along with setting up your own email account. This workshop includes knowledge of online safety and how to utilize social media.