

AMERICAN JOB CENTER

2700 MIDDLEBROOK PIKE – SUITE 100

PHONE: 865-594-5500 FAX: 865-594-2767

October 2017

PLEASE SEE REVERSE SIDE FOR WORKSHOP DESCRIPTIONS

Monday	Tuesday	Wednesday	Thursday	Friday
<p>2</p> <p>12:30 CRC Testing</p> <p>3:00 “Computer’s Won’t Byte” (Basic Computer Skills Workshop)</p>	<p>3 8:30a - 12:15p Educational Opportunity Center</p> <p>8:30 Practice for CRC test 10:30 Job Club 1:00 Soft Skills Workshop 2:00 CareerScope</p>	<p>4</p> <p>9:30 Remodel Your Resume & Cover Letter</p> <p>10a- 12p - Multi-Employer Job Fair</p> <p>11:00 Polish Your Interviewing Skills 11:00 Job Corps Information Session</p>	<p>5</p> <p>8:30 CRC Testing 1:00 Soft Skills Workshop 3:00 WIOA Training Orientation 3:30 TABE Testing</p>	<p>6</p>
<p>9 9a-12p Credit & Money Mgmt. Workshop</p> <p>12:30 CRC Testing</p> <p>3:00 “Computer’s Won’t Byte” (Basic Computer Skills Workshop)</p>	<p>10 8:30a - 12:15p Educational Opportunity Center</p> <p>8:30 Practice for CRC test 10:30 Job Club 1:00 Soft Skills Workshop 2:00 CareerScope</p>	<p>11</p> <p>9:30 Remodel Your Resume & Cover Letter</p> <p>11:00 Polish Your Interviewing Skills 11:00 Job Corps Information Session</p>	<p>12</p> <p>8:30 CRC Testing 1:00 Soft Skills Workshop 3:00 WIOA Training Orientation 3:30 TABE Testing</p>	<p>13</p>
<p>16</p> <p>12:30 CRC Testing</p> <p>3:00 “Computer’s Won’t Byte” (Basic Computer Skills Workshop)</p>	<p>17 8:30a -12:15p Educational Opportunity Center</p> <p>8:30 Practice for CRC test 10:30 Job Club 1:00 Soft Skills Workshop 2:00 CareerScope</p>	<p>18</p> <p>9:30 Remodel Your Resume & Cover Letter</p> <p>10a- 12p - Multi-Employer Job Fair</p> <p>11:00 Polish Your Interviewing Skills 11:00 Job Corps Information Session</p>	<p>19</p> <p>8:30 CRC Testing 1:00 Soft Skills Workshop 3:00 WIOA Training Orientation 3:30 TABE Testing</p>	<p>20</p>
<p>23</p> <p>12:30 CRC Testing</p> <p>3:00 “Computer’s Won’t Byte” (Basic Computer Skills Workshop)</p>	<p>24 8:30a -12:15p Educational Opportunity Center</p> <p>8:30 Practice for CRC test 10:30 Job Club 1:00 Soft Skills Workshop 2:00 CareerScope</p>	<p>25</p> <p>9:30 Remodel Your Resume & Cover Letter</p> <p>11:00 Polish Your Interviewing Skills 11:00 Job Corps Information Session</p>	<p>26</p> <p>8:30 CRC Testing 1:00 Soft Skills Workshop 3:00 WIOA Training Orientation 3:30 TABE Testing</p>	<p>27</p>
<p>30</p> <p>12:30 CRC Testing</p> <p>3:00 “Computer’s Won’t Byte” (Basic Computer Skills Workshop)</p>	<p>31 8:30a -12:15p Educational Opportunity Center</p> <p>8:30 Practice for CRC test 10:30 Job Club 1:00 Soft Skills Workshop 2:00 CareerScope</p>			