



OneStopCareerLinkCenter

Office of Economic and Workforce Development

San Francisco: Building Tomorrow's Workforce Today

Visitation Valley One Stop 73 Leland Avenue | San Francisco, CA 94134 | Tel: 415-239-8705 | Fax: 415-239-8700 | 9:00am–5:00pm Mon-Fri

November 2011 Workshop Calendar

Monday	Tuesday	Wednesday	Thursday	Friday	Community Events
31	1 <u>9am to 12pm</u> Re-Entry Navigator <u>10am to 12pm</u> Drop-in & see a Career Advisor	2	3 <u>1pm to 3pm</u> Drop-in & see a Career Advisor	4	
7	8 <u>10am to 12pm</u> Drop-in & see a Career Advisor	9 <u>10am -11am</u> Chinese One Stop Orientation	10 <u>10am to 11am</u> Cover Letter & Resume Writing Workshop <u>1pm to 3pm</u> Drop-in & see a Career Advisor	11	
14	15 <u>10am to 12pm</u> Drop-in & see a Career Advisor	16	17 <u>10am-12pm</u> Health Care Orientation <u>1pm to 3pm</u> Drop-in & see a Career Advisor	18	
21	22 <u>10am to 12pm</u> Drop-in & see a Career Advisor	23 <u>2pm to 3pm</u> Cover Letter & Resume Writing Workshop	24 CLOSED Happy Thanksgiving	25 CLOSED	
28	29 <u>10am to 12pm</u> Drop-in & see a Career Advisor	30	1 <u>1pm to 3pm</u> Drop-in & see a Career Advisor	2	

Drop-in and see your Career Advisor on Tuesdays from 10am to 12pm & Thursdays from 1pm to 3pm
Our workshops are limited to 20 participants, so to ensure a seat PLEASE reserve your spot!



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WORKSHOP DESCRIPTIONS

Re-Entry Program Navigator:

Meet with Sadie Wathen from Goodwill Industries where she hosts a workshop on how to job search and talk to an employer with a criminal record; also background checks and bonding options discussed.

Chinese One Stop Orientation:

Learn, in Chinese, about our One Stop services

Resume & Cover Letter Workshop:

Learn the mechanics of resume and cover letter writing and let us help you identify what to include on your resume and how to make it stand

Health Care Orientation:

Provides information on training tracks and career options, employment opportunities, minimum qualifications and the applications and enrollment process

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