



Chabot College
Career Transition Services – Project Renew
Career and Transfer Center Building – Bldg. 700, 2nd Floor
 25555 Hesperian Blvd., Hayward, CA 94545
 (510) 723-7689 or (510) 723-2641

Visit us at www.chabotcollege.edu/projectrenew

Fall 2011 Employment Workshops

Room 758

OCTOBER 2011

ALL workshops will be held in Room 758

**PLEASE CALL
 (510) 723-7689
 TO SIGN-UP FOR
 WORKSHOPS!**

**RESUME 2 (SPANISH) – BY APPOINTMENT ONLY
 PARA CITA EN ESPAÑOL**

Monday	Tuesday	Wednesday	Thursday	Friday
3	4 Resume 1 (English) 10am - 12pm ----- Job Search Lab 10am - 12pm	5 Resume 1 (Spanish) 10am - 12pm ----- Job Search 10am - 12pm ----- WIA Orientation 1pm - 2pm ----- Stress Counseling 2 - 5pm (bilingual)	6 Job Club 10am - 12pm	7
10	11 Resume 2 By appointment 10am - 12pm (English only) ----- Job Search Lab 10am - 12pm	12 Resume 2 By appointment 10am - 12pm (Spanish only) ----- Job Search 10am - 12pm ----- WIA Orientation 1pm - 2pm ----- Stress Counseling 2 - 5pm (bilingual)	13 Job Club 10am - 12pm	14

17	18 Job Search Lab 10am - 12pm	19 Interview 10am - 12pm ----- WIA Orientation 1pm - 2pm ----- Stress Counseling 2 - 5pm (bilingual)	20 Job Club 10am - 12pm	21
24	25 Job Search Lab 10am - 12pm	26 Job Search 10am - 12pm ----- Stress Counseling 2 - 5pm (bilingual)	27 Job Club 10am - 1pm	28
31				
<u>STEP 1:</u> Attend WIA Orientation/Application Session			Learn about WIA employment benefits you are eligible for. Please bring CA ID or Drivers License and Social Security Card	
<u>STEP 2:</u> Attend Assessment Workshop			Wonderlic (English/Math) and Career Assessment	
<u>STEP 3:</u> Attend ALL Employment Workshops			<ol style="list-style-type: none"> 1. Resume 1 2. Resume 2 (Bring Copy of Resume) 3. Job Search 4. Interview 	
<u>STEP 4:</u> Call us at 723-7689 or 723-2641 to schedule to attend workshops, assessment or complete an application.				

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Mark Your Calendars!

Please call to register for an Employment Workshop

(510) 723-7689 or (510) 723-2641

In compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 (45 CFR 86). Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1974 and its own statements of philosophy and objectives. Chabot College does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, age or handicap. Inquiries regarding the College's equal opportunity policies and procedures may be directed to the Vice-President of Student Services, Room 208, Building 200, telephone (510) 723-6744 (student matters); Human Resources Director and District Affirmative Action Officer, telephone (925) 485-5235 (employment matters); or to the Director of the Office of Civil Rights, U.S. Department of Education, 230 "C" Street, S.W., Washington, D.C. 20201.