




# WorkSource Redmond Workshops

Located at 2158 SE College Loop, Suite B \* Redmond, OR 97756 \* (541) 548-8196



## MAY 2019

**\*\*\*\*\*YOU MUST REGISTER FOR WORKSHOP BEFORE ATTENDING\*\*\*\*\***

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		<b>1</b>	<b>2</b>	<b>3</b> Interview Preparation 10 am - 12 pm
<b>6</b>	<b>7</b> Resume & Cover Letter Development 10 am - 12 pm	<b>8</b> Career Assessments 2 pm - 4 pm	<b>9</b> Scholarship/OJT Training Orientation 10 am - 11 am  Intro to Computers 2 pm - 4 pm	<b>10</b>
<b>13</b>	<b>14</b>	<b>15</b> Job Success 10 am - 12 pm	<b>16</b> Interview Preparation 10 am - 12 pm  Word 2 pm - 4 pm	<b>17</b>
<b>20</b>	<b>21</b> NCRC Exam 1 pm - 4:30 pm <i>(See staff to get signed up)</i>	<b>22</b> Resume & Cover Letter Development 10 am - 12 pm	<b>23</b> Excel 2 pm - 4 pm	<b>24</b>
<b>27</b> OFFICE CLOSED 	<b>28</b> Money Management 10 am - 12 pm	<b>29</b>	<b>30</b> Scholarship/OJT Training Orientation 10 am - 11 am	<b>31</b>

**\*\*\*Registration instructions, go to [www.imatchskills.org](http://www.imatchskills.org), log in, under Resources select MyWorksource & Workshops\*\*\***

*A current Worksource registration & complete welcome process is required before attending your first workshop. Classes begin promptly.*  
 ECWIB and COIC/WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. If you need accommodations and/or materials in alternate format, please give a five day notice, call 541-548-8196.