



CONCORD CAREER CENTER July 2018

Closed Wednesday, July 4, Independence Day
Computers, Fax & Copiers Available till 4:45pm
HOURS Monday-Friday 8:30 AM – 5:00 PM
4071 Port Chicago Hwy., Suite 250
Concord, CA 94520
(925) 671-4500
Register at: www.caljobs.ca.gov
Visit our Website: www.eastbayworks.com

NOT SURE WHERE TO START?

Come to **Career Center Services** orientation!
Wednesday, July 18th, 2018, at 1:30 pm

Let us know if you are...

YOUTH (16-24) ♦ VETERAN ♦ SENIOR

DAILY TOURS at 10:00 am & 1:00 pm

Orientación en Español cada Miercoles a las 11:00 am

Youth Tours: Wednesdays at 3:30 pm

- Career Assessments ♦ Skill assessments ♦ Typing tests
- Experience Unlimited (EDD-sponsored networking group)

TECH TOOLS

Basic Internet

Thursday, July 26th ~ 10:30 am-11:30 am

Email for Job Search

Friday, July 20th ~ 9:00 am-10:00 am

Introductory Excel

Friday, July 20th ~ 1:30 pm-4:30 pm

MS Word Basics

Tuesday, July 10th ~ 9:00 am-10:00 am

Medi-Cal & Covered California by Appointment

Please sign up for an appointment at the Front Desk

CalFresh by Appointment

Please sign up for an appointment at the Front Desk

Career Coaching by Appointment

Please sign up for an appointment at the Front Desk

Résumé Review by Appointment

Please sign up for an appointment at the Front Desk

JOB SEARCH BASICS

Electronic Job Applications

Monday, July 2nd ~ 2:00 pm-3:00 pm

Interviewing Techniques

Thursday, July 19th ~ 11:30 am-1:00 pm

Job Search Strategies

Wednesday, July 11th ~ 10:00 am-11:00 am

Thursday, July 19th ~ 3:30 pm-4:30 pm

Networking Skills

Tuesday, July 10th ~ 3:00 pm-4:00 pm

Thursday, July 26th ~ 3:00 pm-4:00 pm

Résumé Basics

Tuesday, July 10th ~ 10:00 am-11:00 am

WinWay Résumé

Wednesday, July 25th ~ 2:00 pm-3:00 pm

**ALL Center Services REQUIRE
CalJOBS registration!**

BEYOND THE BASICS

Applying For Government Jobs

Monday, July 9th ~ 2:00 pm-3:00 pm

Friday, July 27th ~ 2:00 pm-3:00 pm

California Training Benefits (CTB)

Wednesday, July 18th ~ 2:30 pm-3:30 pm

Customer Service Training

Returns in August

Labor Market Information (LMI)

Tuesday, July 24th ~ 2:00 pm - 3:00 pm

Job Corps Informational

Tuesday, July 3rd & 10th ~ 10:00 am-12:00 pm

Dept. of Rehabilitation Presentation

Thursday, July 26th ~ 10:00 am-11:00 am

Dept. of Rehabilitation by Appointment

Please sign up for an appointment at the Front Desk

ASSESSMENT CENTER

Jackson Vocational Interest Survey (JVIS) - Turn your interests into a satisfying career with this education and career planning tool.

Dates Scheduled: Thurs., July 5th from 1:00 pm-3:00 pm; Tues., July 17th from 12:00 pm-2:00 pm; Fri., July 27th from 12:00 pm-2:00 pm

Metrix Online Training (Registration Required)

Self-paced training (5,000 courses) in 10 different career pathways. Earn industry-recognized credentials. Orientation available by appointment only.

Typing Tests – Please call the Front Desk for additional information and to schedule your appointment. No-cost certificate verifies speed and accuracy.

On Site Recruitments



Announcements are posted online at
www.EASTBAYWorks.com

Flyers are available in the Resource Room
with updated information.

