



Concord Assessment Center Hours

August 2017

Monday	Tuesday	Wednesday	Thursday	Friday
	<p>1</p> <p>10:00 – 11:00 CalJOBS</p> <p>11:00 – 1:00 Typing Test by appointment only.</p>	<p>2</p> <p>2:00 – 4:00 Typing Test by appointment only.</p>	<p>3</p> <p>9:00 – 11:00 KeyTrain – Assess your skills in math, reading and locating information. Required to be considered for job training and prepares for the WorkKeys test.</p> <p>1:00 – 3:00 Typing Test by appointment only.</p>	<p>4</p>
7	<p>8</p> <p>9:00 – 10:00 MS Word Basics</p> <p>2:00 – 4:00 Typing Test by appointment only.</p>	<p>9</p> <p>9:00 – 11:00 KeyTrain – Assess your skills in math, reading and locating information. Required to be considered for job training and prepares for the WorkKeys test.</p> <p>2:00 – 4:00 Typing Test by appointment only.</p>	<p>10</p> <p>9:00 – 10:30 CalJOBS Virtual Recruiter</p> <p>12:00 – 1:00 JVIS (Jackson Vocational Interest Survey) Career Test – profiles your strengths and matches your interests to jobs.</p> <p>1:00 – 3:00 Typing Test by appointment only.</p>	<p>11</p> <p>2:00 – 3:00 Electronic Job Applications</p>
14	<p>15</p> <p>9:00 – 10:00 CalJOBS Background Wizard</p> <p>11:00 – 1:00 Typing Test by appointment only.</p>	<p>16</p> <p>11:00 – 12:00 Metrix Learning Orientation – Self-paced training (5,000 courses) in different career pathways. Earn industry-recognized credentials.</p> <p>2:00 – 4:00 Typing Test by appointment only.</p>	<p>17</p> <p>1:00 – 3:00 Typing Test by appointment only.</p>	<p>18</p> <p>1:30 – 4:30 Introductory Excel</p>
21	<p>22</p> <p>9:00 – 10:30 MS Word Basics</p> <p>11:00 – 1:00 Typing Test by appointment only.</p>	<p>23</p> <p>9:00 – 11:00 KeyTrain – Helps you raise your score in Reading, Math and Locating Information. Requirement for WIOA program enrollment.</p> <p>2:00 – 4:00 Typing Test by appointment only.</p>	<p>24</p> <p>10:00 – 11:00 JVIS (Jackson Vocational Interest Survey) Career Test – profiles your strengths and matches your interests to jobs.</p> <p>1:00 – 3:00 Typing Test by appointment only.</p>	<p>25</p> <p>1:00 – 2:00 Email for Job Search</p> <p>2:30 – 3:30 WinWay Résumé</p>
28	<p>29</p> <p>9:00 – 10:30 CalJOBS Background Wizard</p> <p>11:00 – 1:00 Typing Test by appointment only.</p>	<p>30</p> <p>11:00 – 12:00 Metrix Learning Orientation – Self-paced training (5,000 courses) in different career pathways. Earn industry-recognized credentials.</p> <p>2:00 – 4:00 Typing Test by appointment only.</p>	<p>31</p> <p>9:00 – 10:30 CalJOBS Virtual Recruiter</p> <p>1:00 – 3:00 Typing Test by appointment only.</p>	
<p>9:00 – 11:00 KeyTrain – Helps you raise your score in Reading, Math and Locating Information. Requirement for WIOA program enrollment.</p> <p>1:30 – 2:30 Basic Internet</p>				

Equal Opportunity Employer/Program. Auxillary aids and services are available upon request to individuals with disabilities.