



San Pablo Career Center March

Computers, Fax, & Copiers
Shut Down @3:45pm



Closed Fridays
Monday thru Thursday
HOURS 10:00 AM-4:00 PM

2300 El Portal Drive, Suite B
San Pablo CA 94806
(510) 412-6740

Register at www.caljobs.ca.gov

NOT SURE WHERE TO START?

Come to **Career Center Services** orientation!
Every Wednesday 10:00 am

Let us know if you are...

YOUTH (16-24) ♦ VETERAN ♦ SENIOR

We have services just for you!

We offer:

- Career assessments • Skill assessments • Typing tests
- Job training via WIOA program for those who are eligible
- On-site recruitments by employers who are hiring!
- OJTs (On-the-Job Training for those who are eligible)

Career Club

Every Wednesday
10:00 am – 12:00 pm



Select Staffing

Every Thursday
10:00 am – 3:00 pm



Interview Techniques

Thursdays, March 1st & 15th
11:00 am – 12:00 pm

CalJOBS Resume Builder

Formatting your resume made simple!

WinWay Resume

Software installed on all computers!

Resume Workshop

Fridays, March 2nd & 16th
10:00 am – 12:00 pm



March 11th
SPRING FORWARD
DAYLIGHT SAVING TIME



PERSONS WITH DISABILITIES

DEPARTMENT OF REHABILITATION REPRESENTATIVE
Wednesday, March 28th
10:00am-11:30am

SENIORS

Jill Binker (510) 412-6757

VETERANS

CAREER CENTER SITE COORDINATOR
DENNIS ROJAS, (510) 412-6743

ENTREPRENEURS

Small Business Development Center
<http://contracostasbdc.org/>

YOUTH (16-24)

MAGDALENA MONTALVO
(925) 942-3362

Contra Costa Office of Education

MMONTALVO@CCCOE.K12.CA.US
(for out-of-school & in-school youth)

Youth Program Orientation

Wednesday, March 7th & 21st
3:00-4:00 pm

ASSESSMENT CENTER

Mondays & Wednesdays 10:00am-12:00pm

See Assessment Center calendar for dates and times

KeyTrain Basic Skills Assessment – required for WIOA program enrollment* Reading, math, locating information. Lessons & quizzes can help you raise your score.

Jackson Vocational Interest Survey (JV IS) –

Education/career planning tool. Provides a detailed snapshot of how interests relate to employment.

Typing Certificates - Walk in's Welcome

NEW HOURS

Wednesdays - 10:00 am – 12:00 pm



ON-SITE RECRUITMENTS

FAST AUTO & PAYDAY LOANS

March 8th

1:00 pm - 3:00 pm

CSI

CAREER STRATEGIES INC.

March 13th

10:00 am - 12:00 pm