

March 2016 Workshops

www.jobcenterofwisconsin.com

Sauk County Job Center — 505 Broadway ~ (608) 355-4810

Hours: 9:00 AM-3:00 PM – Monday through Friday

Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4 12:30-2:00 – Transferable Skills/Career Interest (Jacob)
7	8 09:00-12:00 – WPRS (David/Katrece)	9	10	11 12:30-2:00 – LMI/Marketing Yourself (Judy)
14	15 09:00-11:00 – Computer Basics (David/Nansi) 1:00-3:00 – Computer Basics (David/Nansi)	16	17	18 12:30-2:00 – Soft Skills and Resumes (David)
21	22 09:00-12:00 – WPRS (David/Katrece)	23	24	25 9:00- 11:00- Preparing for a Job Fair (David) 12:30-2:00 – Employer Expectations (Stephanie)
28	29 09:30-11:00 – Computer Basics (Nansi) 1:30-3:00 – JCW Overview and Creating a Resume (Nansi)	30	31	* * * Signing up in advance is highly encouraged. See a staff person or call (608) 355-4810.

Please be on time for workshops. If you are late you will need to reschedule. Thank you.

03/28/2016

April 2016 Workshops

www.jobcenterofwisconsin.com

Sauk County Job Center — 505 Broadway ~ (608) 355-4810

Hours: 9:00 AM-3:00 PM – Monday, Wednesday and Thursday

8:00 AM-4:00 PM – Tuesday and Friday

Monday	Tuesday	Wednesday	Thursday	Friday
<p>* * *</p> <p>Signing up in advance is highly encouraged.</p> <p>See a staff person or call (608) 355-4810.</p>				<p>1 09:30-11:00 – Preparing for a Job Fair</p> <p>12:30-2:00 – LMI/Marketing Yourself</p>
4	<p>5 09:30-11:00 – Computer Basics</p> <p>1:30-3:00 – JCW Overview and Creating a Resume</p>	<p>6 10:00-12:00 – WIOA Orientation (Worksmart Info Sessions)</p>	7	<p>8 09:30-11:00 – Preparing for a Job Fair</p> <p>12:30-2:00 – Transferable Skills/Career Interest DPS</p>
11	<p>12 09:00-12:00 – WPRS</p> <p>1:00-3:00- Interview & Employer Research</p>	13	<p>14 WI Dells Regional Job Fair 12:00-5:00 Great Wolf Lodge</p>	<p>15 09:30-11:00 – LinkedIn & Social Media</p> <p>12:30-2:00 – Soft Skills and Resumes</p>
18	<p>19 09:30-11:00 – Computer Basics</p> <p>1:30-3:00 – JCW Overview and Creating a Resume</p>	<p>20 9:00-11:00 Choice, Change, & Adjustment</p> <p>10:00-12:00 – WIOA Orientation (Worksmart Info Sessions)</p>	21	<p>22 09:30-11:00 – How to deal with Conflict</p> <p>12:30-2:00 – Employer Expectations QPS</p>
25	<p>26 09:00-12:00 – WPRS</p> <p>1:30-3:00 - LinkedIn & Social Media</p>	27	28	<p>29 09:30-11:00 – Re-Entry</p>

Please be on time for workshops. If you are late you will need to reschedule. Thank you.

03/25/2016