

Please refer to web-site www.solanoemployment.org for up to date information.

Monday	Tuesday	Wednesday	Thursday	Friday
<p>3</p> <p>SEC Welcome 10:30 am</p> <p>Mindfulness Session 12:30 pm</p> <p>Randstad Recruitment 1 pm</p> <p>Basic Computer Class 4:00 pm</p>	<p>4</p> <p>SEC Welcome 2 pm</p> <p>Youth SEC Welcome 3:30 pm</p>	<p>5</p> <p>Randstad Recruitment 8 am Cache Creek Recruitment 10 am Job Search Strategies 10:30 am Job Corps Overview 11 am</p> <p>Intro to Job Search and Career Training 1 pm SKIP 1 pm Basic Computer Class 4:00 pm</p>	<p>6</p> <p>Building a Basic Budget 9:15 am</p> <p>CASAS Testing 9:30 am</p>	<p>7</p> <p>Network Job Club 10 am</p> <p>Food Handler Card 1 pm</p>
<p>10</p> <p>SEC Welcome 10:30 am</p> <p>Mindfulness Session 12:30 pm</p> <p>Randstad Recruitment 1 pm</p> <p>Basic Computer Class 4:00 pm</p>	<p>11</p> <p>SEC Welcome 2 pm</p> <p>* CalJOBS Resume Basics 2 pm</p>	<p>12</p> <p>Job Search Strategies 10:30 am Job Corps Overview 11 am</p> <p>Intro to Job Search and Career Training 1 pm SKIP 1 pm</p> <p>Final ~ Basic Computer Class 4:00</p>	<p>13</p> <p>30 Second Elevator Pitch 9:15 am</p> <p>CASAS Testing 9:30 am</p>	<p>14</p>
<p>17</p> <p>SEC Welcome 10:30 am</p> <p>Mindfulness Session 12:30 pm</p> <p>Randstad Recruitment 1 pm</p>	<p>18</p> <p>SEC Welcome 2 pm</p> <p>Youth SEC Welcome 3:30 pm</p>	<p>19</p> <p>Randstad Recruitment 8 am Cache Creek Recruitment 10 am Fire Response Greeting 10:00 Job Search Strategies 10:30 am Job Corps Overview 11 am Intro to Job Search and Career Training 1 pm SKIP 1 pm Interviewing Techniques 2 pm</p>	<p>20</p> <p>Career Ladders 9:15 am</p> <p>CASAS Testing 9:30 am</p> <p>Linkedin.com 2 pm</p>	<p>21</p> <p>Network Job Club 10 am</p> <p>Food Handler Card 1 pm</p>
<p>24</p> <p>SEC Welcome 10:30 am</p> <p>Mindfulness Session 12:30 pm</p> <p>Randstad Recruitment 1 pm</p>	<p>25</p> <p>HOLIDAY Office Closed</p>		<p>26</p> <p>Job Search Strategies 10:30 am Job Corps Overview 11 am</p> <p>SKIP 1 pm</p>	<p>27</p> <p>You Rang 9:15 am</p> <p>CASAS Testing 9:30 am</p>
<p>31</p> <p>SEC Welcome 10:30 am</p> <p>Randstad Recruitment 1 pm</p>	<ul style="list-style-type: none"> Department of Rehabilitation 8 am-4:30 pm Monday, Wednesday, Friday for walk-ins Tuesdays and Thursdays by appointment only NAPCA 8:30 am-5 pm Monday-Wednesday 8:30 am - 2:30 pm Thursday (a Seniors Employment Program) 			

For all workshops-please arrive 10-15 minutes early. No children allowed in the workshops or trainings. Late arrivals will not be admitted.

* minimum of 3 people per class or subject to cancellation. Must sign in at front desk.

Workshops

30 Second Elevator Pitch – Instruction on creating an elevator pitch to use when you only have 30 seconds to make a good first impression.

Building a Basic Budget – Participate in an interactive workshop (created by Travis Credit Union) to develop budgeting practices (**SMART phone required**).

Career Ladders - You will be guided through a 3-step process to assist in obtaining dream job.

You Rang – Individuals will be guided through a professional way to conduct telephone interviews.

****Must call (707) 648-5397 to reserve your seat for the above workshops**

CalJobs/Open Labs: Complete your profile and set up a Virtual recruiter to have employers contact you. *2:00pm every other Tuesday*

Computer Classes: Must be at least 18 years old. This drop in basic computer skills class covers a variety of topics. Must be registered in CalJOBS.

Resume Basics: Learn how to start a resume and have employers contact you. You can post up to 10 resumes in CalJobs, where there are currently 450,000 jobs posted.

Interviewing Techniques: Learn the top 12 questions often asked at an interview and practice on answering those questions. Use the web to get the best answers. Learn how to BEST represent yourself and how to follow-through after the interview. New Times need New Techniques.

Job Search Strategies: Information on Targeting your Resume, Networking, LinkedIn.com, FREE Web Sites to get computer help, Best web sites to search for a JOB, Temporary Agencies, 211, a Job Skills list and a Follow Through Sheet to make sure the employer know you are still interested.

LinkedIn.com: Information on creating your own “on-line” free web page to make YOU and your SKILLS readily available to Employers as well as one of the BEST ways to look for a JOB.

The Hidden Job Market (LMI): Learn how to find employers locally by Industry or Occupation. Self-Assessments, Occupational Guides to select jobs that are a good fit and pay a good living wage... and much more including Earning Tables.

New~Mindfulness Session: Come in to practice mindfulness and relaxing breathing techniques. Can help with all aspects of job search, education and personal life, instructions are given each session, and beginners welcome.

***Equal Opportunity Employer / Program. Auxiliary aids and services are available upon advance request to individuals with disabilities.**
(707) 863-3598 TTY Relay # 1-800-735-2922

Veterans receive Priority of Service – please ask staff

Information Sessions

CalFresh Food Stamps: Call to make an appointment, Cell: (925) 490-5749 *Hablo Español*

Introduction to Job Search and Career Training: Come in and meet the staff to ask questions about how to increase your competitiveness through a staff direct job search. This session will also give you an opportunity to inquire about training opportunities covered through the Workforce Development Board. 1 pm Wednesdays.

Department of Rehabilitation: Counseling, training, and placement for persons with disabilities who qualify for DOR services. Call (707) 648-4350 for next orientation. Drop ins on Mondays, Wednesdays, and Fridays.

Fire Response Greeting: Find out how you may be able to receive assistance to return to work, if you were impacted by the CA wildfires.

Goodwill: Orientation about Employment Service Programs. (707) 864-5440

Job Corps Overview: Training programs for ages 16 through 24. Come and meet the Outreach & Admission Counselor and see if you are eligible for this job opportunity or Call (415) 937-2567 for appointment.

NAPCA: Provides job search assistance to persons 55 or older, and on the job training for those who are eligible. *10:00am-3:00pm Monday-Thursday* Call (707) 649-5488 for an appointment.

SKIP: Solano Kids Insurance Program. Covered California enrollments. Call (707) 439-6622 for appointment.

SEC Welcome: An introduction to Job Center services and resources available. Find out how we can help you get back to work.

Job Search Activities

CASAS Testing: Basic Reading and Math Assessment Testing. Find out what your grade level is for each, to further your education or for job search applications.

Food Handler Cards: You must bring \$10 cash or check, have several hours to prep and take the online course, and if you pass with 75% or better, you will receive your certificate that day. Certificate good for 3 years from that date. (no appointments!) Just be there on time. *1st & 3rd Friday of each month at 1:00 pm*

SparkPoint: Open Job Search assistance and help with basic Word and basic Internet searching. Call (707) 974-4469 to schedule.

Network: Join other Veterans for job search networking. Fairfield every Monday 8:30 am.

Road to Employment in Libraries – Self-paced job search activities with group participation encouraged.

- Vacaville - Vacaville Cultural Center, 1020 Ulatis Dr., Vacaville, CA
2:00pm Thursdays
- Vallejo - Springtowne Library, 1003 Oakwood Ave, Vallejo, CA
2:00pm 1st and 3rd Mondays each month
- Vallejo – John F. Kennedy Library, 505 Santa Clara St., Vallejo, CA
2:00pm 2nd and 4th Mondays each month