

February 2025

3434 Branard 77027

713-626-8320

METRO #84, #25, #82

JOBNET

WORKSHOPS & COMPUTER TRAINING

ALL CLIENTS MUST START WITH ORIENTATION



JobNet Hours

Mon. – Thu. 9:00 AM - 3:00 PM

Fri. 9:00 AM - 1:00 PM

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>3 Self-paced Computer Training 9:30-11:30</p>	<p>4 Windows Basics 10:00-12:00 Word Day 1 12:30-3:00</p>	<p>5 <i>Setting Goals in 2025 1:00-3:00</i></p>	<p>6 Windows Basics 10:00-12:00 Word Day 2 12:30-3:00</p> <p>RESUME APPOINTMENT AVAILABLE</p>	<p>7 Orientation 9:00 – 10:00 Self-paced Computer Training 9:30-11:30</p>
<p>10 Self-paced Computer Training 9:30-11:30</p>	<p>11 Windows Basics 10:00-12:00 PowerPoint Day 1 12:30-3:00</p>	<p>12 <i>Marketing Yourself 12:00-12:45</i> <i>Networking For Success 1:00-2:45</i></p>	<p>13 Computer Basics 10:00-12:00 PowerPoint Day 2 12:30-3:00</p> <p>RESUME APPOINTMENT AVAILABLE</p>	<p>14 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30</p> 
<p>17 Self-paced Computer Training 9:30-11:30 <i>Budgeting 101 10:00-11:45</i> <i>LinkedIn 101 1:00-3:00</i> (Must have LinkedIn Account)</p>	<p>18 Windows Basics 10:00-12:00 Excel Day 1 12:30-3:00</p> <p><i>Wellness Workshop 10:00-11:30</i></p>	<p>19 <i>Art of Interviewing 10:30-12:30</i> <i>Effective Communication in the Workplace 1:00-3:00</i></p>	<p>20 Computer Basics 10:00-12:00 Excel Day 2 12:30-3:00</p> <p>RESUME APPOINTMENT AVAILABLE</p>	<p>21 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30</p>
<p>24 Self-paced Computer Training 9:30-11:30 <i>Job Hunters Over 50 1:00- 3:00</i></p>	<p>25 Windows Basics 10:00-12:00 Excel Day 3 12:30-3:00</p>	<p>26 <i>Transferable Soft Skills 1:00-3:00</i></p>	<p>27 Computer Basics 10:00-12:00</p> <p>RESUME APPOINTMENT AVAILABLE</p>	<p>28 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30</p>