

April 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
	1 Windows Basics 10:00-12:00 Word Day 1 12:30-3:00	2 Goal Setting 10:00-11:30	3 Computer Basics 10:00-12:00 Word Day 2 12:30-3:00 RESUME APPOINTMENT AVAILABLE	4 Orientation 9:00 – 10:00 Self-paced Computer Training 9:30-11:30
7 Self-paced Computer Training 9:30-11:30	8 Windows Basics 10:00-12:00 Getting What You Need From Indeed 1:00-3:00	9 Emotional Intelligence : 10:00-12:00 Marketing Yourself 1:30-2:30	10 Computer Basics 10:00-12:00 <u>CCSC CLOSE AT 1:30 PM</u>	11 JOBNET OPENS AT 11
14 Self-paced Computer Training 9:30-11:30 Budgeting 101 10:00-12:00 LinkedIn 101 1:00-3:00	15 Windows Basics 10:00-12:00 PowerPoint Day 1 12:30-3:00	16 Art of Interviewing 10-12pm Networking for Success 12:15-1:45	17 Computer Basics 10:00-12:00 PowerPoint Day 2 12:30-3:00 RESUME APPOINTMENT AVAILABLE	18 CCSC CLOSED
21 Self-paced Computer Training 9:30-11:30 Job Hunters Over 50 1:00-3:00	22 Windows Basics 10:00-12:00 Excel Day 1 12:30-3:00	23 Transferable Soft Skills 1pm-2:45pm	24 Computer Basics 10:00- 12:00 Excel Day 2 12:30-3:00 RESUME APPOINTMENT AVAILABLE	25 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30
28 Self-paced Computer Training 9:30-11:30	29 Windows Basics 10:00-12:00 Excel Day 3 12:30-3:00	30 Effective Communication in the Workplace 1:00-3:00		