

May 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 Computer Basics 10:00-12:00 RESUME APPOINTMENT AVAILABLE | 2 Orientation 9:00 – 10:00 Self-paced Computer Training 9:30-11:30 |
| 5 Self-paced Computer Training 9:30-11:30 | 6 Windows Basics 10:00-12:00 Word Day 1 12:30-3:00 | 7 CCSC CLOSED | 8 Computer Basics 10:00- 12:00 Word Day 2 12:30-3:00 RESUME APPOINTMENT AVAILABLE | 9 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30 |
| 12 Self-paced Computer Training 9:30-11:30 Budgeting 101 10:00-12:00 LinkedIn 101 1:00-3:00 | 13 Windows Basics 10:00-12:00 PowerPoint Day 1 12:30- 3:00 | 14 Art of Interviewing 10:00- 12:00 Emotional Intelligence 1:00- 2:30 | 15 Computer Basics 10:00- 12:00 PowerPoint Day 2 12:30- 3:00 RESUME APPOINTMENT AVAILABLE | 16 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30 |
| 19 Self-paced Computer Training 9:30-11:30 Job Hunters Over 50 1:00- 3:00 | 20 Windows Basics 10:00-12:00 Excel Day 1 12:30-3:00 | 21 Effective Communication in the Workplace 1:00-3:00 | 22 Computer Basics 10:00- 12:00 Excel Day 2 12:30-3:00 RESUME APPOINTMENT AVAILABLE | 23 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30 |
| 26 CCSC CLOSED | 27 Windows Basics 10:00-12:00 Excel Day 3 12:30-3:00 | 28 Transferable Soft Skills 10:00- 12:00 Advance your career using A.I. 12:00-2:00 | 29 Computer Basics 10:00- 12:00 RESUME APPOINTMENT AVAILABLE | 30 Orientation 9:00-10:00 Self-paced Computer Training 9:30-11:30 |