



## Comprehensive Access Point (CAP): March 2017 Calendar

Goodwill, 1500 Mission Street, San Francisco, CA 94103 | (415) 575-4570 | Mon–Thu 9-5; Fri 9-1, First Wed 9-7

Monday	Tuesday	Wednesday	Thursday	Friday
<p><b>Job Seeker Assistance Drop in!</b></p> <p>Get a Resume, practice interviewing, and complete online applications</p> <p>Monday – Thursday 9am – 11am Friday 9am – 12pm</p>	<p><b>Ongoing Services</b></p> <p>Not available from 9 to 5? <b>Access Evening Resume and Online Application Assistance</b></p> <p>First Wednesday of the Month March 1 5:00pm – 7:00pm</p>	<p><b>1</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>12:30pm Re-Entry Navigator Orientation</b> 5pm – 7pm Late Night Resume Assistance</p>	<p><b>2</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am-1pm – Employer Screening Event (Manpower)</b> <b>11am – 1pm Walgreens Hiring Event</b></p>	<p><b>3</b></p> <p><b>No Center Orientation</b> <b>CLOSED @ 1PM</b></p> <p>9am-12pm Job Seeker Assistance Drop In 9am-1pm – EDD Drop-in <b>11am – 12pm SF Parks and Recreation</b> <i>“What’s it takes to Work for Parks and Rec”</i></p>
<p><b>6</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am – Resume Workshop (Toolworks)</b> <b>12pm- DEI Information (Toolworks)</b></p>	<p><b>7</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation</p>	<p><b>8</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am-1pm-Allied-Universal Security Hiring Event</b></p>	<p><b>9</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am – 1pm-Amazon Hiring Event</b></p>	<p><b>10</b></p> <p><b>No Center Orientation</b> <b>CLOSED @ 1PM</b></p> <p>9am-12pm Job Seeker Assistance Drop In 9am-1pm – EDD Drop-in <b>9am-1pm – Census Bureau Training</b></p>
<p><b>13</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am – Resume Workshop (Toolworks)</b> <b>11am-1pm-UPS Hiring Event</b> <b>12pm- DEI Information (Toolworks)</b> 2pm – 4pm Marketing Yourself Workshop</p>	<p><b>14</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am-1pm-Lowes Hiring Event</b> <b>2pm-5pm Second Chance Clinic to attend call 415-814-7610</b></p>	<p><b>15</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am-1pm-Peets Hiring Event</b> <b>2:30pm-4:30pm Online Applications (JVS)</b></p>	<p><b>16</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am-1pm – Employer Screening Event (Manpower)</b></p>	<p><b>17</b></p> <p><b>No Center Orientation</b> <b>CLOSED @ 1PM</b></p> <p>9am-12pm Job Seeker Assistance Drop In 9am-1pm – EDD Drop-in <b>9am-1pm – Census Bureau Training</b></p>
<p><b>20</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am – Resume Workshop (Toolworks)</b> <b>12pm- DEI Information (Toolworks)</b> 2pm – 4pm Marketing Yourself Workshop</p>	<p><b>21</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>10am – 11am-TechSF</b> <b>11am-1pm-Specialty’s Hiring Invent</b> <b>1pm-2pm – Employee Related Legal Counseling</b></p>	<p><b>22</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am – 1pm Uniqlo Hiring Event</b></p>	<p><b>23</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>10am – 12pm-Hospitality Initiative Orientation</b> <b>11am-1pm-IHG Hiring Event</b></p>	<p><b>24</b></p> <p><b>No Center Orientation</b> <b>CLOSED @ 1PM</b></p> <p>9am-12pm Job Seeker Assistance Drop In 9am-1pm – EDD Drop-in <b>9am-1pm – Census Bureau Training</b></p>
<p><b>27</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am – Resume Workshop (Toolworks)</b> <b>12pm- DEI Information (Toolworks)</b> 2pm – 4pm Marketing Yourself Workshop</p>	<p><b>28</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation</p>	<p><b>29</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation</p>	<p><b>30</b></p> <p>9am-11am Job Seeker Assistance Drop In 10am – CAP/WIA Orientation <b>11am-1pm Community Housing Partnership Hiring Event</b></p>	<p><b>31</b></p> <p><b>No Center Orientation</b> <b>CLOSED @ 1PM</b></p> <p>9am-12pm Job Seeker Assistance Drop In 9am-1pm – EDD Drop-in <b>9am-1pm – Census Bureau Training</b></p>



# WorkforceDevelopmentSF

Office of Economic and Workforce Development

## March 2017 Calendar

Comprehensive Access Point (CAP) - 1500 Mission Street, San Francisco, CA 94103 | 415-575-4570

Mon – Thu 9-5, Fri 9-1, First Wed 9-7

### Goodwill Workshops

**CAP/ WIOA Orientation:** Obtain a CAP Card which enables individuals to have access to Access points across San Francisco. Get information on enrolling into one of Goodwill's Workforce Development programs to receive intensive career advising services.

### Drop-In

(No appointments needed)

**Resume Creation & Critique:** Not sure if your resume is up to par? Attend this workshop to get your resume critiqued and obtain assistance with any changes needed.

**Digital Literacy:** Attend this workshop to improve your typing skills, basic understanding of computers and learn how they can help you land a job. *This class will cover Microsoft Office programs Word & Excel as well as basic email setup and retrieval for online applications.*

**Online Application Support:** Access one-on-one support completing job applications online

**Interview Skills:** Discuss the basics of interviewing & practice interviewing with our Job Readiness Instructor.

**Employer Hiring Events:** Attend these employer-led events for detailed information about open positions within the company. You will have an opportunity to ask any questions about the company and available jobs. Often employer recruiters are available to assist participants apply for the jobs and conduct an onsite interviews.

### Partner Workshops

**Resume Workshop (Toolworks):** Learn about resume basics and get started on creating your own. Please bring a detailed employment history or resume. Completion of Master Application workshop recommended.

**Disability Employment Initiative Orientation (DEI):** Education, training and employment opportunities for adults with disabilities.

**Employee Related Legal Counseling:** Receive information and get your questions answered for any on the job legal matters (i.e. Insurance, workers comp, harassment, etc.)

**Lawyers Committee for Civil Rights (LCCR):** Get information about record expungement, Occupational Licensing, and other legal advice. (Appointment only, 415-814-7610)

Registration required for all workshops. Attend a CAP orientation or call 575-4570 for more information!

Hearing impaired (TTY) call 711 - **REQUESTS FOR ACCOMMODATIONS MUST BE RECEIVED 10 DAYS IN ADVANCE**