



## Western Addition Career Center: October 2017 Calendar

Phone | (415) 549-7000 | Address | 1449 Webster Street, SF, CA | Hours of Operation: M-Th: 9am-7pm, Fri: 9am-12pm

Monday	Tuesday	Wednesday	Thursday	Friday
<b>2</b> 1pm Creating Your Resume 5-7pm <b>Sister Circle Women's Networking Group</b>	<b>3</b> 1pm Resume Critique	<b>4</b> 11am-1pm <b>CPMC/First Source (Walk-in)</b>	<b>5</b> 11-5pm On site Financial/ Housing assistance 5-7pm <b>Financial Empowerment Credit Building &amp; Repair Boot Camp</b>	<b>6</b> Center Closes at 12pm
<b>9</b> Closed for Holiday	<b>10</b> 1pm Creating Your Resume	<b>11</b> 11am-1pm <b>CPMC/First Source (Walk-in)</b> 1pm <b>ACE Employer Spotlight</b> 2pm <b>Department of Child Support</b>	<b>12</b> 11-5pm On site Financial/ Housing assistance 11:30am <b>@Work Employer Spotlight</b> 5pm-7pm <b>M.A.N (The Men's Action Network)</b>	<b>13</b> 1-3:30pm <b>Holiday Job Fair</b>
<b>16</b> 2pm Interviewing Workshop 5-7pm <b>Sister Circle Women's Networking Group</b>	<b>17</b> 1pm Resume Critique 3-5pm <b>Manpower Orientation</b>	<b>18</b> 11am-2pm <b>CPMC/First Source (Walk-in)</b> 10am <b>DEI/Toolworks</b> 1pm <b>Mobile Management Employer Spotlight</b>	<b>19</b> 11-5pm On site Financial/ Housing assistance 11:30am <b>@Work Employer Spotlight</b> 5-7pm <b>Ladies Night</b>	<b>20</b> Center Closes at 12pm
<b>23</b> 1pm Creating Your Resume 5-7pm <b>Sister Circle Women's Networking /Group</b>	<b>24</b> 10am <b>TechSF Orientation</b> 2pm Interviewing Workshop	<b>25</b> 11am-1pm <b>CPMC/First Source (Walk-in)</b>	<b>26</b> 11-5pm On site Financial/ Housing assistance 11:30am <b>@Work Employer Spotlight</b> 1pm <b>Wise Sons Employer Spotlight</b> 5-7pm <b>Financial Empowerment Rental Readiness Boot Camp</b>	<b>27</b> Center Closes at 12pm
<b>30</b> 2pm Interviewing Workshop 5-7pm <b>Sister Circle Women's Networking Group</b>	<b>31</b> 1pm Resume Critique	New to the Career Center? Come to one of our Orientations, held Monday – Thursday at 10:00am to learn more. <b>Sign up for our free, weekly job listing emails by texting "SUCCESSENER" to 22828</b>		



## CALENDAR

### EVENT DESCRIPTIONS

**Disability Employment Initiative (DEI):** Reps from Toolworks will be here each month to answer your questions regarding getting employment / social services while living with a disability.

**Sector Orientation:** Orientations provide job seekers with an introduction and overview of the sector specific industries. Attendees will receive detailed information on subsectors within the industry and the diverse array of employment opportunities, affiliated career paths and opportunities for growth. Also covers the services offered under the Initiative.

**Resume Creation:** Learn about resume basics and get started on creating your own. Please bring a detailed employment history or resume. Completion of Master Application recommended for job seekers with no resume.

**Center Orientations:** Learn about services offered at the Career Center and its sister Access Points. Discover how the Career Center can assist you in job search, resume creation, cover letter writing, online application assistance and city wide training academies and sectors.

**Employer Spotlights:** Whether it's a hiring event or an information session, Employer Spotlights are a great way to learn what employers are looking for and to make connections with local employers. Bring your resume, 2 forms of ID, questions and be dressed to impress. Make sure you research the employer before the event so you stand out from others!

**Resume Tune-up:** An updated, professional resume is essential for job seekers. Learn how to turn your ho-hum resume into a homerun.

**Dept. of Child Support Services:** Representatives from DCSS will be on hand each month to answer your questions regarding child support and other questions regarding your parental rights and duties.

**Manpower Prescreening:** Temporary and permanent recruitment agency Manpower prescreens candidates for admin, housekeeping, and other opportunities at numerous companies and agencies including (but not limited to) SFO and Tenderloin Housing Clinic. Come dressed to impress with several copies of your resume.

**REQUESTS FOR ACCOMMODATIONS MUST BE RECEIVED 10 DAYS IN ADVANCE.**