



Comprehensive Access Point (CAP): September 2018 Calendar

99 Kissling Street, Third Floor San Francisco, CA 94103 | (415) 575-4570 | M – Thu 9-5, Fri 9-1, First Wed 9-7

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Need Assistance with Employment Come to a CAP Center Orientation Monday thru Thursday 10am – 10:30am Human Services Agency (HSA) Information Sessions Monday thru Thursday 9:30am – 4:30pm, Friday 9:30am - 12pm</p>				
<p>3</p> <p>CAP CLOSED</p> <p>LABOR DAY</p>	<p>4</p> <p>10am – CAP/WIOA Orientation 10am – 3pm Ramp to Retail 10:30am – 1pm (Eastridge Solutions) Hiring 2pm – 4pm (@Work Personnel) Hiring</p>	<p>5</p> <p>9am – 4pm 5 Keys Charter School 9:30 am – 3pm Ramp to Retail 10am – CAP/WIOA Orientation 10:30am – 1pm (HomeBridge) Hire Event 2pm – 4pm (UNIGLO) Hire Event</p>	<p>6</p> <p>9:30 am – 3:00 pm Ramp to Retail 10am – CAP/WIOA Orientation 10:30am – 1pm – (Guckenheimer) Hire Event 2pm – 4pm (UNIGLO) Hire Event</p>	<p>No CAP Orientation Center CLOSED @ 1PM 9am – 1pm 5 Keys Charter School 9:30 am – 3pm Ramp to Retail</p>
<p>10</p> <p>9am – 4pm 5 Keys Charter School 9:30 am – 1:00 pm Ramp to Retail 10am – CAP/WIOA Orientation 10:15am – City College 11am – 1pm DEI / Resume Critique (Toolworks) 10:30am – 1pm (High Flying Foods) Hire</p>	<p>11</p> <p>10am – CAP/WIOA Orientation 10:00 am – 3:00 pm Ramp to Retail 10:30am – 3pm – (Amazon) On-the-Spot hire</p>	<p>12</p> <p>9am – 4pm 5 Keys Charter School 9:30 am – 3:00 pm Ramp to Retail 10am – CAP/WIOA Orientation</p>	<p>13</p> <p>9:30 am – 3:00 pm Ramp to Retail 10am – CAP/WIOA Orientation 10:30am – 1pm (Job Fair) 12 Employers</p>	<p>14</p> <p>No CAP Orientation Center CLOSED @ 1PM 9am – 1pm 5 Keys Charter School 9:30 am – 3pm Ramp to Retail 9:30am-12pm (Goodwill Retail) – Hiring</p>
<p>17</p> <p>9am – 4pm 5 Keys Charter School 9:30am – 12:30pm LinkedIn Learning 10am – CAP/WIOA Orientation 10:15am City College 11am – 1pm DEI / Resume Critique</p>	<p>18</p> <p>10am – CAP/WIOA Orientation 10am – 12:30 Computer Basics 10am – 11am Clean City Orientation 10:30am – 1pm (Jobs Now) Info Session</p>	<p>19</p> <p>9am – 2pm 5 Keys Charter School 9:30am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation 10:30am -1pm (Allied Universal) Hire Event 1pm – 3pm Manpower</p>	<p>20</p> <p>9:30am – 12:30pm Computer Basics 10am – CAP/WIOA Orientation 10:30am – 1pm (TNDC) Tenderloin Neighborhood Development Corporation Hiring Event</p>	<p>21</p> <p>No CAP Orientation Center CLOSED @ 1PM 9am - 1pm 5 Keys Charter School 9:30am – 12:30pm Computer Basics</p>
<p>24</p> <p>9am – 4pm 5 Keys Charter School 9:30am – 10:30am Resume 1 10am – CAP/WIOA Orientation 10:15am – City College 11am – 1pm DEI / Resume (Toolworks) 12:30 – 3pm Interviewing</p>	<p>25</p> <p>10 am – 12pm Online Applications 10am – CAP/WIOA Orientation 10:30am – 1pm (Toolworks) Hire Event 1pm – 3pm Time Management</p>	<p>26</p> <p>9am – 4pm 5 Keys Charter School 9:30am – 12pm – Resume 2 10am – CAP/WIOA Orientation 10:30am–11pm (Asian Neighborhood Design) Construction Apprenticeship Program – Info Session</p>	<p>27</p> <p>9:30am – 11:30am Cover Letter 10am – CAP/WIOA Orientation 10:30am – 1pm (St Vincent De Paul) Hiring 1pm – 3pm Diversity (Bridging Differences)</p>	<p>28</p> <p>No CAP Orientation Center CLOSED @ 1PM 9am - 1pm 5 Keys Charter School 9:30am – 12:30pm LinkedIn Learning 9:30am-12pm (Goodwill Retail) – Hiring</p>



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Goodwill Workshops

CAP/ WIOA Orientation: Obtain a CAP Card, enabling individuals to use all SF Neighborhood Career Centers. Get information on the free services, training programs, and employer networking at the Goodwill Center (CAP) and request a Career Advisor for one-on-one coaching and assistance in getting hired.

Computer Basics Workshops: Want to use Google Maps on your phone but don't know how? Not sure how to attach your resume to an email? Hop on the online highway via our Computer Basics series!

LinkedIn Learning: Free online learning – over 9,000 courses. Pre-register for this one hour lab to receive your LinkedIn Learning License and begin taking classes. To register for the Orientation, Call 415-575-4570 or register online at <https://goo.gl/forms/Qu43X5KUDJSgUDck2>.

Get Hired! Workshops: New to job hunting or haven't worked for a while? Choose one (or more!) of these workshops to get on the road to a decent job.

Resume Building: Must sign up for both Session 1 (Mon.) and Session 2 (Wed).

Cover Letter Creation, Interviewing Practice, and Online Application Support Workshops require participants to bring a sample job posting and resume.

Keep that Job! Workshops: Have trouble keeping a job once you've landed one? Attend our **Time Management** or **Diversity (Bridging our Differences)** workshop to help you stay employed.

Employer Hiring Events: Attend frequently scheduled employer events to get direct access to employers and learn about the companies and job opportunities they offer. You will have an opportunity to ask any and all of your questions. Often, employers will be conducting on-the-spot job interviews. Bring your resume and look sharp.

Ramp-to-Retail: Want to work in retail? Our training guarantees you an employer interview and job placement help when you're job-ready. **Advance eligibility screening required.** Call (415) 575-4579 for information and to enroll.

Partner Services

Human Services Agency (HSA): Receive information about financial assistance, food, and housing support, and employment and training opportunities.

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

City College Orientation: Representatives on-site to answer questions regarding Admissions, Programs, Finances, and other Support Services

Five Keys Charter School: Provides educational programs and services including: high school diploma, GED, ESL, and college access to transitional youth and adults

Registration required for all training 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**