



Comprehensive Access Point (CAP): September 2019 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
2 LABOR DAY	3 9:30am – 4:30pm – Job Prep Sessions 10am – CAP/WIOA Orientation	4 9:30am – 4:30pm – Job Prep Sessions 10am – CAP/WIOA Orientation 10:00am – City College 11am – 1pm DEI / Resume Critique CAP OPEN UNTIL 7PM	5 9:00am – 1:00pm – Intermediate Excel 9:30am – 4:30pm – Job Prep Sessions 10am – CAP/WIOA Orientation	6 <i>No CAP Orientation</i> <i>Center CLOSED @ 1PM</i> 9am – 1pm – Intermediate Excel 11am – 2pm – Amazon Information Session Recruitment
9 9:30am – 4:30pm – Job Prep Sessions 10am – CAP/WIOA Orientation	10 9:30am – 4:30pm – Job Prep Sessions 10am – CAP/WIOA Orientation 11am – 1pm – CDS Employer Spotlight	11 9:30am – 4:30pm – Job Prep Sessions 10am – CAP/WIOA Orientation 10am – City College	12 9:30am – 4:30pm – Job Prep Sessions 10am – CAP/WIOA Orientation 1pm – 3pm – SCSEP’s Job Luck Club (Seniors 55+)	13 <i>No CAP Orientation</i> <i>Center CLOSED @ 1PM</i>
16 9:30am – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation	17 10am – CAP/WIOA Orientation 10am – 3pm – Ramp-to-Retail 10am – Clean City Orientation 11am – 1pm – TNDC Employer Spotlight	18 9:30 – 3pm – Ramp-to-Retail 10am – CAP/WIOA Orientation 10am – City College 11am – 1pm DEI / Resume Critique	19 9:30 – 3pm – Ramp-to-Retail 10am – CAP/WIOA Orientation 1pm – 3pm – Spectra 360 Employer Spotlight	20 <i>No CAP Orientation</i> <i>Center CLOSED @ 1PM</i> 9:30am – 1pm - Ramp-to-Retail
23 9:30am – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 10am – 12pm - HealthCare Academy Orientation	24 10am – CAP/WIOA Orientation 10am – 3pm – Ramp-to-Retail	25 9:30 – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 10am – City College	26 9:30 – 3pm - Ramp-to-Retail 10am – CAP/WIOA Orientation 11am – 1pm – Cannabis Career Paths	27 <i>No CAP Orientation</i> <i>Center CLOSED @ 1PM</i> 9:30 – 3pm – Ramp-to-Retail
30 9:30am – 12:30 pm - Computer Basics 10am – CAP/WIOA Orientation 2:00 – 3:30pm - Online Banking Basics				

Daily Services

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



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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.

Intermediate Excel Certification Training: Sharpen your skills and get certified in Intermediate Excel! Call (415) 575-4570 to pre-register **(Required.)**

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 intake appointment required.** Call (415) 575-4579 for information and to enroll.

Computer Basics Training: 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! Call (415) 575-4570 to pre-register **(Required.)**

Online Banking Basics Workshop: Not sure how to set up direct deposit? Worried about keeping your online banking safe from hackers? To register in advance (required), call or stop by our front desk: (415) 575-4570.

Job Prep Sessions: *Need some one-on-one help?* Drop in for focused assistance with your resume, cover letter, online applications, or interview prep! You choose! Sign up at the front desk.

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.

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**