

Visitacion Valley Neighborhood Access Point

1099 Sunnydale Ave. 2nd Floor | (415) 239-8705 | Mon-Fri: 9:00am to 5:00pm

January 2019

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--|---|---|---|---|
| | | 2 9:00-10:00 WIA Orientation/ Access Point Orientation (English) 10:00-12:00 Job Search Skills Workshop | 3 10:00-12:00 Interview Skills Workshop (English) 1:00-3:00 Drop In Hours Career Advisor | 4 9:30-10:30 WIA Orientation/ Access Point Orientation (Spanish) 12:00-5:00 Office Closed |
| 7 10:00-11:00 WIA Orientation/ Access Point Orientation (Cantonese/ Mandarin) | 8 10:00-12:00 Resume Writing and Cover Letter Workshop 10:00-12:00 United Hiring Event 1:00-3:00 Drop In Hours Career Advisor | 9 9:00-10:00 WIA Orientation/ Access Point Orientation (English) 10:00-12:00 Job Search Skills Workshop | 10 10:00-12:00 Interview Skills Workshop (English) 11:00-12:00 Manpower Orientation 1:00-3:00 Drop In Hours Career Advisor 1:00-4:00 Home Depot Hiring Event | 11 9:30-10:30 WIA Orientation/ Access Point Orientation (Spanish) 12:00-5:00 Office Closed |
| 14 10:00-11:00 WIA Orientation/ Access Point Orientation (Cantonese/ Mandarin) | 15 10:00-12:00 Resume Writing and Cover Letter Workshop 1:00-3:00 Drop In Hours Career Advisor | 16 9:00-10:00 WIA Orientation/ Access Point Orientation (English) 10:00-12:00 Job Search Skills Workshop | 17 10:00-12:00 Interview Skills Workshop (English) 1:00-3:00 Drop In Hours Career Advisor | 18 9:30-10:30 WIA Orientation/ Access Point Orientation (Spanish) 12:00-5:00 Office Closed |
| 21 10:00-11:00 WIA Orientation/ Access Point Orientation (Cantonese/ Mandarin) | 22 10:00-12:00 Resume Writing and Cover Letter Workshop 1:00-3:00 Drop In Hours Career Advisor | 23 9:00-10:00 WIA Orientation/ Access Point Orientation (English) 10:00-11:00 Health Care Orientation 10:00-12:00 Job Search Skills Workshop | 24 10:00-12:00 Interview Skills Workshop (English) 1:00-3:00 Drop In Hours Career Advisor | 25 9:30-10:30 WIA Orientation/ Access Point Orientation (Spanish) 12:00-5:00 Office Closed |
| 28 10:00-11:00 WIA Orientation/ Access Point Orientation (Cantonese/ Mandarin) | 29 10:00-12:00 Resume Writing and Cover Letter Workshop 1:00-3:00 Drop In Hours Career Advisor | 30 9:00-10:00 WIA Orientation/ Access Point Orientation (English) 10:00-12:00 Job Search Skills Workshop | 31 10:00-12:00 Interview Skills Workshop (English) 10:00-11:00 Hospitality Initiative Orientation 1:00-3:00 Drop In Hours Career Advisor | |

SEE BACK OF CALENDAR FOR DESCRIPTIONS

PLEASE CALL TO RESERVE YOUR SPACE AT WORKSHOPS & TRAININGS



EVENT DESCRIPTIONS

Access Point Orientation (English/Chinese/Spanish):

Clients who are new to the Access Point participate in a group orientation in their native language. Learn about services at the Visitacion Valley Neighborhood Access Point as well as other programs/referrals offered to the public.

- Access Point Orientations are available on an individual basis every day during operating hours.

Health Care Orientation:

The HealthCare Academy offers opportunities for training for a wide range of occupations.

Hospitality Initiative Orientation:

Hospitality Initiative provides information and training in the hotel, restaurant, cruise line and convention industries.

Interview Skills Workshop:

Learn the concepts and strategies of preparing for a job interview and you'll learn how to organize your thoughts, present yourself as a strong candidate, soften negative events in your work history, and answer difficult questions.

Job Search Skills Workshop:

Learn what it takes to job search successfully and effectively by conducting targeted job search in growing industries.

Manpower Orientation:

Manpower can make your job search stress-free. We work with thousands of respected candidates every day, making us your inside connection to the job you want. Whether it's temporary or permanent positions. We promote your skills to find great opportunities for you.

Resume Writing and Cover Letter Workshop:

Learn the mechanics of resume and cover letter writing and let us help you identify what to include on your resume, also how to make it stand out.

United Airline Hiring Event:

Face to Face Interview for Ramp Jobs with United Airlines. Must be at least 18 years old, have a valid Driver license, must speak and read English, pass a 10 year background and pass drug test.

Workforce Investment Act (WIA) Orientation:

How the Workforce Investment Act can assist low-income, dislocated and unemployed workers with training and jobs services.



WorkforceDevelopmentSF

Office of Economic and Workforce Development