

Jackson Service Center

209 E. Washington Ave. Suite 100
Jackson, MI 49201
517-841-5627



January 2019

| Monday | Tuesday | Wednesday | Thursday | Friday |
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|--|--|--|---|---|
| | 1 Service Center Closed | 2 TABE Testing 1 – 4:30 pm | 3 Desk Time 8 – 12 pm Employability Skills 1 – 4 pm | 4 TABE Testing 9 – 12:30 pm |
| 7 TABE Testing 1 – 4:30 pm | 8 Desk Time 8 – 12 pm Interview To Impress 1 – 4:30 pm | 9 Resume Strategies 1 – 4:30 pm | 10 Internet Job Search 1 – 4:30 pm | 11 TABE Testing 9 – 12:30 pm |
| 14 TABE Testing 1 – 4:30 pm | 15 Desk Time 8 – 12 pm Employability Skills 1 – 4 pm | 16 Computer Crash Course 9 – 12 pm Resume Strategies 1 – 4:30 pm | 17 Job Apps. Cover Letters & References 1 – 4:30 pm | 18 TABE Testing 9 – 12:30 pm |
| 21 Service Center Closed | 22 TABE Testing 1 – 4:30 pm | 23 WORD that WORKS! 9 – 12 pm Interview To Impress 1 – 4:30 pm | 24 Internet Job Search 1 – 4:30 pm | 25 TABE Testing 9 – 12:30 pm |
| 28 TABE Testing 1 – 4:30 pm | 29 Desk Time 8 – 12 pm Employability Skills 1 – 4 pm | 30 Interview to Impress 9 am – 12 pm Resume Strategies 1 – 4:30 pm | 31 Job Apps. Cover Letters & References 1 – 4:30 pm | |

Visit www.mwse.org to reserve your spot

All workshops are free of charge | All items are subject to change