

# Jackson Service Center

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



## October 2019

Monday	Tuesday	Wednesday	Thursday	Friday
--------	---------	-----------	----------	--------

	<p>1</p> <p><b>Interview to Impress</b> 9 – 12 pm</p> <hr/> <p><b>Explore Careers</b> 1:30 – 4:30 pm</p>	<p>2</p> <p><b>Career Success</b> 9 – 1 pm</p>	<p>3</p> <p><b>Resume Strategies</b> 9 – 12 pm</p> <hr/> <p><b>Resume Critique</b> 1:30 – 4:30 pm</p>	<p>4</p> <p><b>TABE</b> 9 – 12:30 pm</p>
<p>7</p> <p><b>TABE</b> 1 – 4:30 pm</p>	<p>8</p> <p><b>Internet Job Search</b> 9 – 12 pm</p> <hr/> <p><b>Computer Crash Course</b> 1:30 – 4:30 pm</p>	<p>9</p> <p><b>MM – Week # 5</b> <b>Banking, Insurance,</b> <b>Consumer Protection &amp;</b> <b>Fair Housing / Lending</b> 10 – 12 pm</p>	<p>10</p> <p><b>Job Apps, Cover Letters</b> <b>and References</b> 1:30 – 4:30 pm</p>	<p>11</p> <p><b>TABE</b> 9 – 12:30 pm</p>
<p>14</p> <p><b>TABE</b> 1 – 4:30 pm</p>	<p>15</p> <p><b>Explore Careers</b> 9 – 12 pm</p> <hr/> <p><b>Interview to Impress</b> 1:30 – 4:30 pm</p>	<p>16</p> <p><b>MM – Week # 1</b> <b>Mastering Money</b> <b>Management</b> 10 – 12 pm</p>	<p>17</p> <p><b>Resume Strategies</b> 9 – 12 pm</p> <hr/> <p><b>Resume Critique</b> 1:30 – 4:30 pm</p>	<p>18</p> <p><b>TABE</b> 9 – 12:30 pm</p>
<p>21</p> <p><b>TABE</b> 1 – 4:30 pm</p>	<p>22</p> <p><b>Internet Job Search</b> 9 – 12 pm</p> <hr/> <p><b>Excel Basics</b> 1:30 – 4:30 pm</p>	<p>23</p> <p><b>MM – Week # 2</b> <b>Developing a Spending</b> <b>Plan / Budgeting</b> 10 – 12 pm</p>	<p>24</p> <p><b>Resume Strategies</b> 9 – 12 pm</p> <hr/> <p><b>Resume Critique</b> 1:30 – 4:30 pm</p>	<p>25</p> <p><b>TABE</b> 9 – 12:30 pm</p>
<p>28</p> <p><b>TABE</b> 1 – 4:30 pm</p>	<p>29</p> <p><b>Interview to Impress</b> 9 – 12 pm</p> <hr/> <p><b>WORD that Works</b> 1:30 – 4:30 pm</p>	<p>30</p> <p><b>MM – Week # 3</b> <b>Understanding Credit</b> 10 – 12 pm</p>	<p>31</p> <p><b>Job Apps, Cover Letters</b> <b>and References</b> 9 – 12 pm</p>	

Visit [www.mwse.org](http://www.mwse.org) to reserve your spot

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