

Jackson Service Center

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



January 2020

Monday	Tuesday	Wednesday	Thursday	Friday
		1 Service Center Closed	2 Resume Strategies 9 – 12 pm Resume Critique 1:30 – 4:30 pm	3 TABE 9 – 12:30 pm
6 TABE 1 – 4:30 pm	7 Internet Job Search 9 – 12 pm Interview to Impress 1:30 – 4:30 pm	8 MM – Week # 1 Mastering Money Management 10 – 12 pm	9 Job Apps, Cover Letters and References 1:30 – 4:30 pm	10 TABE 9 – 12:30 pm
13 TABE 1 – 4:30 pm	14 Resume Critique 9 – 12 pm Excel Basics 1:30 – 4:30 pm	15 MM – Week # 2 Developing a Spending Plan / Budgeting 10 – 12 pm	16 Interview to Impress 9 – 12 pm Explore Careers 1:30 – 4:30 pm	17 TABE 9 – 12:30 pm
20 Service Center Closed	21 TABE 1 – 4:30 pm	22 MM – Week # 3 Understanding Credit 10 – 12 pm Computer Crashcourse 1:30 – 4:30 pm	23 Resume Strategies 9 – 12 pm Resume Critique 1:30 – 4:30 pm	24 TABE 9 – 12:30 pm
27 TABE 1 – 4:30 pm	28 Career Success 9 – 1 pm Interview to Impress 1:30 – 4:30 pm	29 MM – Week # 4 Debt Reduction, Student Loans & Saving Strategies 10 – 12 pm	30 Resume Critique 9 – 12 pm Excel Basics 1:30 – 4:30 pm	31 TABE 9 – 12:30 pm

Visit www.mwse.org to reserve your spot

All items are subject to change | Green font shows workshop specific to this location | "MM" = Money Management