

# Cartersville Career Center Calendar

## December 2017

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Online Application Assistance 10:00 am – 2:30 pm	2
4 New Job Posting after 1:00 pm  Spanish Resume Workshop 3:00 pm – 4:00 pm	5 <b>Goodwill Training Program Information Session</b> 10:00 am – 10:30 am <b>Professionally You</b> 10:00 am – 11:00 am RSVP <b>Basic Computer</b> 12:00 pm – 2:00 pm	6 Resume Workshop 1:00 pm – 2:00 pm	7 <b>Basic Computer</b> 12:00 pm – 2:00 pm <b>Online Job Search Workshop</b> 2:00 pm – 3:00 pm <b>Spanish Internet</b> Navigation/MS Word 3:00 pm – 5:00 pm	8 Online Application Assistance 10:00 am – 2:30 pm	9
11 New Job Posting after 1:00 pm  Spanish Resume Workshop 3:00 pm – 4:00 pm	12 <b>Goodwill Training Program Information Session</b> 10:00 am – 10:30 am <b>Beginner Internet &amp; Basic Computer</b> 12:00 pm – 2:00 pm	13 Resume Workshop 1:00 pm – 2:00 pm  Beginner MS Excel 12:00 pm – 2:00 pm	14 Multi-Employer Job Fair 10:00 am – 12:30 pm  Online Application Assistance 2:00 pm – 4:00 pm	15 Online Application Assistance 10:00 am – 2:30 pm	16
18 New Job Posting after 1:00 pm  Spanish Resume Workshop 3:00 pm – 4:00 pm	19 <b>Goodwill Training Program Information Session</b> 10:00 am – 10:30 am <b>Professionally You</b> 10:00 am – 11:00 am RSVP <b>Beginner Internet &amp; Basic Computer</b> 12:00 pm – 2:00 pm	20 Resume Workshop 1:00 pm – 2:00 pm	21 <b>Beginner MS Word</b> 12:00 pm – 2:00 pm <b>Online Job Search Workshop</b> 2:00 pm – 3:00 pm <b>Spanish Internet</b> Navigation/MS Word 3:00 pm – 5:00 pm	22 Career Center Closed Christmas Holiday	23 Career Center Closed Christmas Holiday
25 Career Center Closed Christmas Day	26 <b>Goodwill Training Program Information Session</b> 10:00 am – 10:30 am <b>Beginner MS Word</b> 12:00 pm – 2:00 pm	27 Resume Workshop 1:00 pm – 2:00 pm	28 Beginner MS Word 12:00 pm – 2:00 pm Online Job Search Workshop 2:00 pm – 3:00 pm	29 Online Application Assistance 10:00 am – 2:30 pm	30

Please contact the Career Center before attending classes to ensure the course schedule has not changed.  
Class schedules are subject to change without notice.

**Cartersville Goodwill Career Center:** 929 Joe Frank Harris Parkway, Cartersville, GA 30120 | 770.276.7036

Hours of Service

Mon-Wed	9am-5pm
Thu	9am-7pm
Fri	9am-4pm
Sat	10 am-2pm