

# **Classes, Information Sessions and Events Calendars:**

## **Smyrna**

(Career Center Calendar – 1 Page)  
(Skills Calendar – 1 Page)

# Smyrna Career Center Calendar

## March 2019

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 GCF Learn Free Orientation Self-Directed Practice 10:00 am – 3:00 pm	2
4 MS Excel for Beginners 10:00 am – 12:00 pm <b>Location –</b> Stratton Library 1100 Powders Springs Rd	5 BG Multi-Family Information Session Apartment Industry Careers 10:00 am – 2:00 pm	6 <b>Microsoft Word for Beginners</b> 10:00 am – 11:30 am <b>Veterans Roundtable</b> 1:00 pm – 3:00 pm <b>Goodwill Training Program Information Session</b> 2:00 pm – 3:00 pm	7 Interview Workshop 11:30 am – 12:30 pm	8 GCF Learn Free Orientation Self-Directed Practice 10:00 am – 3:00 pm	9
11 Resume Workshop 3:30 pm – 4:30 pm	12 Multi-Employer Job Fair 3205 South Cobb Drive Smyrna, GA 30080 10:00 am – 1:00 pm	13 Goodwill Training Program Information Session 2:00 pm – 3:00 pm	14 Introduction to Computers and the Internet 11:30 am – 12:30 pm	15 GCF Learn Free Orientation Self-Directed Practice 10:00 am – 3:00 pm	16
18 1 on 1 Career Coaching 1:30 pm – 3:00 pm By Appointment Only	19 Resume Assistance 1:30 pm – 3:00 pm	20 Goodwill Training Program Information Session 2:00 pm – 3:00 pm	21 1 on 1 Career Coaching 1:30 pm – 3:00 pm Appointment Only	22 GCF Learn Free Orientation Self-Directed Practice 10:00 am – 3:00 pm	23
25 1 on 1 Career Coaching 1:30 pm – 3:00 pm By Appointment Only	26 MS Excel for Beginners 10:00 am – 11:00 am	27 Tip Top Staffing Hiring Event Hospitality 10:00 am – 2:00 pm  Goodwill Training Program Information Session 2:00 pm – 3:00 pm	28 Digital Skills Certification Exam 1:00 pm – 3:00 pm	29 GCF Learn Free Orientation Self-Directed Practice 10:00 am – 3:00 pm	30

### Hours of Service

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

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

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>CURRENTLY RECRUITING FOR THE TRAINING PROGRAMS:</b>	<b>FLOOR TECH</b>  <b>LOGISTICS</b>  <b>FORKLIFT</b>	<b>PLEASE ATTEND AN INFORMATION SESSION FOR DATES AND FUNDING INFORMATION</b>	<b>PLEASE PLAN TO ARRIVE 20 MINUTES EARLY FOR YOUR INFORMATION SESSION.</b>	1	2
4	5	6 Information Session 2:00 pm – 3:00 pm (Skills Training Class Start Dates Provided at Info Session)	7	8	9
11	12	13 Information Session 2:00 pm – 3:00 pm (Skills Training Class Start Dates Provided at Info Session)	14	15	16
18	19	20 Information Session 2:00 pm – 3:00 pm (Skills Training Class Start Dates Provided at Info Session)	21	22	23
25	26	27 Information Session 2:00 pm – 3:00 pm (Skills Training Class Start Dates Provided at Info Session)	28	29	30

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