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| --- | --- |
| June |  |
|  | 2021 |
| WORKSHOPS |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sun | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | Sat |
|  |  | 1 | 2 Preparing Cover Letter & Resume-9:30am-MariaEmployer Presentation-11am(**Transform Home Improvement Products)** | 3 Preparing Cover Letter & Resume-9:30 am-MariaFYI-10am | 4 | 5 |
| 6 |  |  |  |  |  |  |
| 6 | 7 | 8 Word I- 9:30am-FrancesInterviewing Strategies10am-Etta | 9 Word I- 9:30am-Frances | 10 Word II- 9:30am-PaulMock Interviewing10am-Etta | 11 Word II- 9:30am-PaulBeginning LinkedIn 10am-Kevin | 12 |
| 1 |  |  |  |  |  |  |
| 13 | 14 | 15 Excel I- 9:30am-Frances | 16 Excel I- 9:30am-Frances | 17 Excel II- 9:30-PaulNavigating Job SearchEngines-9:30-MariaFYI-am | 18 Excel II- 9:30-PaulNavigating Job SearchEngines-9:30-MariaAdvanced LinkedIn 10am-Kevin | 19 |
|  |  |  |  |  |  |  |
| 20 | 21 | 22 Outlook- 9:30am-Paul | 23 Outlook-9:30am-Paul | 24 PowerPoint-9:30am-Paul | 25 PowerPoint-9:30am-Paul | 26 |
| 27 |  |  |  |  |  |  |
| 27 | 28 QuickBooks9:30am-Frances | 29 QuickBooks9:30am-Frances | 30 QuickBooks9:30am-FrancesEmployer Presentation-11am(**G4S Security Solutions**) | July 1stQuickBooks-9:30am-Frances |  |  |
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