



FREE Training

FREE Training



Workforce Development Workshops

Resume Critique 1:30 Mondays * Registration required

		March 6	1:30	April 3	1:30
Feb 13	1:30	March 13	1:30	April 10	1:30
Feb 27	1:30	March 20	1:30	April 24	1:30
		March 27	1:30		

Veteran Job Search Essential Wednesdays 2:00 * Registration required

		March 1	2:00		
		March 8	2:00	April 12	2:00
Feb 15	2:00	March 15	2:00	April 19	2:00
Feb 22	2:00	March 22	2:00	April 26	2:00

JobZone Workshop 2:00 First Thursday of the Month

	March 2	2:00	April 6	2:00
--	---------	------	---------	------

Civil Service Workshop 2:30 Third Thursday of the Month

Feb 16	2:30	March 16	2:00	April 20	2:00
--------	------	----------	------	----------	------

Basic Computer Workshop * By appointment only

BTOP Computer Workshops

www.BTOPEXpress.org

File Management	Friday, May 5	1-4
Excel Basic/Intermediate	Friday, May 8	10-1 / 1-4
Intro to Twitter	Friday, June 2	1-4
Word Basic/ Intermediate	Monday, June 12	10-1 / 1-4

For more information about workshops/classes contact: Albion One Stop /

New York State Career Center 589-5335

458 West Ave, Suite 3, Albion, NY 14411

Equal Opportunity Employer / Program. Auxiliary aids/services are available upon request to individuals with disabilities

C:\Users\34a580\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\KXZY9X7C\Computer Training

Flyer-new design.doc