





MAY 2007

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 <u>Edgefield County</u> 10:00 Networkers Presentation – Follow-Up After a Job Fair – S. MacIlwraith <u>McCormick County</u> 10:30 Networkers Presentation – Follow-Up After a Job Fair – J. Dean <u>Laurens County</u> 9:30 & 1:30 Assessments	2 <u>Abbeville County</u> 10:00 Employers Latest Interview Technique – J. Dean 1:30 Landing a Job – J. Dean <u>Greenwood County</u> 10:00 Building a Successful Resume & Cover Letter – S. Macilwraith <u>Saluda County</u> 9-12 Work Keys – M. Glasgow <u>Edgefield County</u> 9:30 & 1:30 Assessments	3 <u>Greenwood County</u> 9-12 Pre-GED Testing – Adult ED <u>Newberry County</u> 10:00 Networkers Presentation – If I can do it, you can do it! A Map for E-Learning – J. Dean 1:30 Submit a Winning Application – J. Dean <u>Laurens County</u> 1:30 First Impressions & Telephone Etiquette – S. Macilwraith <u>McCormick County</u> 9:30 & 1:30 Assessments	4 <u>Greenwood County</u> 10:00 10 Deadly Mistakes Job Seekers Make – S. MacIlwraith <u>Abbeville County</u> 1:30 Job Hunting Techniques – J. Dean
7 <u>Greenwood County</u> 10:00 Five Key Job Seeking Skills – J. Dean <u>Abbeville County</u> 1:30 Building a Successful Resume & Cover Letter – J. Dean <u>Laurens County</u> 1:30 Coping with Change – I. Navarro <u>Greenwood County</u> 9:30 & 1:30 Assessments	8 <u>Laurens County</u> 10:00 Choose the Job of Your Dreams – S. MacIlwraith 1:30 Score Big on Employer Test – S. Macilwraith <u>McCormick County</u> 10:00 Resume Review – J. Dean <u>McCormick County</u> 9-12 Work Keys – K. Jordan <u>Newberry County</u> 9:30 & 1:30 Assessments	9 <u>Saluda County</u> 10:00 Building a Successful Resume & Cover Letter – J. Dean <u>Greenwood County</u> 10:00 Landing a Job – S. MacIlwraith <u>Abbeville County</u> 9:30 & 1:30 Assessments	10 <p style="text-align: center;">CONFEDERATE MEMORIAL DAY HOLIDAY</p> 	11 <u>9-12 Noon Work Keys</u> <u>Abbeville</u> – M. McNeill <u>Greenwood</u> – Piedmont Tech Staff <u>Laurens</u> – I. Navarro <u>Newberry</u> – M. Glasgow <u>Greenwood County</u> 1:30 Employers Latest Interview Technique – S. MacIlwraith <u>Abbeville County</u> 1:30 Basic Job Seeking Computer Skills – J. Dean
14 <u>Laurens County</u> 1:30 10 Deadly Mistakes Job Seekers Make – I. Navarro <u>Saluda County</u> 10:00 Networkers Presentation – Five Key Job-Seeking Skills – J. Dean <u>Greenwood County</u> 9:30 & 1:30 Assessments <u>Edgefield County</u> 9-12 Work Keys – WIA Staff	15 <u>Newberry County</u> 10:00 Building a Successful Resume & Cover Letter – J. Dean 1:30 First Impressions & Telephone Etiquette – J. Dean <u>Greenwood County</u> 9:30 Networkers Presentation – The Hidden Job Market – S. Macilwraith <u>Laurens County</u> 9:30 & 1:30 Assessments	16 <u>Newberry County</u> 9-12 Pre-GED Testing – Adult Ed <u>Greenwood County</u> 10:00 Express Yourself – S. MacIlwraith <u>Abbeville County</u> 10:00 First Impressions & Telephone Etiquette – J. Dean 1:30 What Employers Want – J. Dean <u>Saluda County</u> 9-12 Work Keys – M. Glasgow <u>Edgefield County</u> 9:30 & 1:30 Assessments	17 <u>Greenwood County</u> 9-12 Pre-GED Testing – Adult ED <u>Laurens County</u> 8:30-Noon Pre-GED Testing – Lifelong Learning <u>Laurens County</u> 1:30 Submit a Winning Application – S. MacIlwraith <u>Abbeville County</u> 10:30 Networkers Presentation – If I can do it, You Can do it! A Map for E-Learning – J. Dean <u>McCormick County</u> 9:30 & 1:30 Assessments	18 <u>Greenwood County</u> 10:00 Score Big on Employer Test – S. MacIlwraith 1:30 Resume Review <u>Abbeville County</u> 1:30 Express Yourself – J. Dean

<p>21</p> <p><u>Greenwood County</u> 10:00 First Impressions & Telephone Etiquette – J. Dean</p> <p><u>Abbeville County</u> 1:30 Submit a Winning Application – J. Dean</p> <p><u>Laurens County</u> 1:30 Dress for Success – I. Navarro</p> <p><u>Greenwood County</u> 9:30 & 1:30 Assessments</p>	<p>22</p> <p><u>McCormick County</u> 10:30 Networkers Presentation – Five Key Job-Seeking Skills – J. Dean</p> <p><u>Edgefield County</u> 10:00 Networkers Presentation – If I can do it, you can do it! A map for E-Learning – S. MacIlwraith</p> <p><u>Newberry County</u> 9:30 & 1:30 Assessments</p>	<p>23</p> <p><u>Saluda County</u> 10:00 Interview with Confidence – J. Dean</p> <p><u>Greenwood County</u> 10:00 Building a Successful Resume & Cover Letter – S. MacIlwraith</p> <p><u>Abbeville County</u> 9:30 & 1:30 Assessments</p>	<p>24</p> <p><u>Newberry County</u> 10:00 Networkers Presentation – Five Key Job-Seeking Skills – J. Dean 1:30 Basic Job Seeking Computer Skills – J. Dean</p> <p><u>Laurens County</u> 10:00 Employers Latest Interview Technique – S. MacIlwraith 1:30 Building a Successful Resume & Cover Letter – S. MacIlwraith</p> <p><u>McCormick County</u> 9-12 Work Keys – K. Jordan <u>Saluda County</u> 9:30 & 1:30 Assessments</p>	<p>25</p> <p><u>9-12 Noon Work Keys</u> <u>Abbeville –M. McNeill</u> <u>Greenwood – Piedmont Tech Staff</u> <u>Laurens – I. Navarro</u> <u>Newberry –M. Glasgow</u></p> <p><u>Greenwood County</u> 1:30 Submit a Winning Application – S. MacIlwraith</p> <p><u>Abbeville County</u> 10:00 Choose the Job of Your Dreams – J. Dean 1:30 Score Big on Employer Test – J. Dean</p>
<p>28</p> <p>NATIONAL MEMORIAL DAY HOLIDAY</p> 	<p>29</p> <p><u>Newberry County</u> 10:00 Landing a Job – J. Dean 1:30 Employers Latest Interview Technique – J. Dean</p> <p><u>Edgefield County</u> 10:00 Networkers Presentation – Five Key Job-Seeking Skills – S. Macilwraith</p> <p><u>Laurens County</u> 9:30 & 1:30 Assessments</p>	<p>30</p> <p><u>Saluda County</u> 10:00 Submit a Winning Application – J. Dean</p> <p><u>Greenwood County</u> 10:00 Easy 1-2-3 Computer Resume Training – S. MacIlwraith</p> <p><u>Edgefield County</u> 9:30 & 1:30 Assessments</p>	<p>31</p> <p><u>Laurens County</u> 8:30-Noon Pre-GED Testing – Lifelong Learning</p> <p><u>Laurens County</u> 1:30 The Hidden Job Market – S. MacIlwraith</p> <p><u>McCormick County</u> 10:00 Submit a Winning Application – J. Dean</p> <p><u>McCormick County</u> 9:30 & 1:30 Assessments</p>	

One-Stop Workforce Center addresses and phone numbers by county:

Abbeville	353 SC 28- Bypass, Abbeville	(864) 459-5486
Edgefield	400 Church Street, Edgefield	(803) 637-7159
Greenwood	519 Monument Street, Greenwood	(864) 223-1681
Laurens	18 Hazel Drive, Clinton	(864) 833-0142
McCormick	109 W. Augusta St., McCormick	(864) 465-3649
Newberry	833 Main Street, Newberry	(803) 276-2110
Saluda	407 W. Butler Ave., Saluda	(864) 445-2047



www.us1stops.com

Upper Savannah Workforce System – (864) 941-8050 or 1 (800) 922-7729

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached using TTY/TTD equipment via the South Carolina Relay service at 711.