

Please refer to web-site [www.solanoemployment.org](http://www.solanoemployment.org) for up to date information.

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> <li>Department of Rehabilitation – 6<sup>th</sup> and 20<sup>th</sup> - 10 am to 12 pm</li> <li>NAPCA 12 noon to 5pm – Thursdays (A Seniors' Employment Program) CRC – 8:30 am to 4:00 pm with limited closed sessions. Staff assistance hours vary.</li> </ul>		1  <i>Orientation 2 pm</i>	2  <b>Randstad Recruitment 8 am</b>  30 Second Elevator Pitch 9:15 am CTC Meet & Greet 9:45 am  CASAS Testing 1:30 pm <i>Youth Orientation 3:30 pm</i>	3  Proctored Typing Test 9 am  Networking Job Club 10 am  Proctored Typing Test 11 am
6 Veteran's Network 8:30 am	7 <b>Randstad Recruitment 8 am</b>  Introduction to Job Connect 9:45 am	8  Job Corps Overview 11 am  <i>Orientation 2 pm</i>	9  <b>Randstad Recruitment 8 am</b>  Career Ladders 9:15 am CTC Meet & Greet 9:45 am  CASAS Testing 1:30 pm	10  SKIP 8:30 am  Proctored Typing Test 9 am  Networking Job Club 10 am  Proctored Typing Test 11 am
13 Veteran's Network 8:30 am  Job Corps Overview 11 am	14 <b>Randstad Recruitment 8 am</b>  Introduction to Job Connect 9:45 am	15  <i>Orientation 2 pm</i>	16  <b>Randstad Recruitment 8 am</b>  You Rang 9:15 am CTC Meet & Greet 9:45 am  CASAS Testing 1:30 pm <i>Youth Orientation 3:30 pm</i>	17  Proctored Typing Test 9 am  Networking Job Club 10 am  Proctored Typing Test 11 am
20 Veteran's Network 8:30 am	21 <b>Randstad Recruitment 8 am</b>  Introduction to Job Connect 9:45 am	22 8 Hr REFRESHER 8:30 am  Job Corps Overview 11 am  <i>Orientation 2 pm</i>	23  <b>Randstad Recruitment 8 am</b>  Motivated Skills 9:15 am CTC Meet & Greet 9:45 am  CASAS Testing 1:30 pm	24  SKIP 8:30 am  Proctored Typing Test 9 am  Networking Job Club 10 am  Proctored Typing Test 11 am
27 Veteran's Network 8:30 am  Job Corps Overview 11 am	28  SparkPoint 1:30 pm	29  <i>Orientation 2 pm</i>	30  <b>Randstad Recruitment 8 am</b>  Service With a Smile 9:15 am CTC Meet & Greet 9:45 am  CASAS Testing 1:30 pm	31

## Workshops

**30 Second Elevator Pitch** – Instruction on creating an elevator pitch to use when they only have 30 seconds to make a good first impression.

**Career Ladders** - You will be guided through a 3-step process to assist in obtaining dream job.

**Motivated Skills** – The opportunity to identify skills used in the workplace.

**Service with a Smile** – Current best practices on customer service techniques.

**You Rang** – Individuals will be guided through a professional way to conduct telephone interviews.

**\*\*Must call (707) 863-3522 to reserve your seat for the above workshops.**

## Information Sessions

**CalFresh Food Stamps:** Call to make an appointment,

Cell: (925) 490-5749 *Hablo Español*

**Career Training Connect Meet & Greet:** An intro with staff to ask questions about training opportunities covered through WIOA.

**Department of Rehabilitation:** Counseling, training, and placement for persons with disabilities who qualify for DOR services. Call (707) 428-2080 for next orientation.

**Goodwill:** Orientation about Employment Service Programs. (707) 864-5440

**Introduction to Job Connect:** Find out how to get back to work by increasing your competitiveness through Job Connect or call (707) 863-3551.

**Job Corps Overview:** Paid training programs for ages 16 through 24. Come and meet the Outreach & Admission Counselor and see if you are -eligible for this job opportunity. Call (415) 937-2567 for more info.

*12:00pm 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month*

**NAPCA:** Provides job search assistance to persons 55 or older, and on the job training for those who are eligible. Call (707) 649-5488 for an appointment.

**Orientation:** An introduction to Job Center services and resources available, including Information about the Workforce Innovation and Opportunities Act (WIOA) programs.

**SKIP:** Solano Kids Insurance Program. Covered California enrollments. Call (707) 761-5373.

## Job Search Activities

**8 Hr REFRESHER** – Call 707-863-3598 for instructions on how to register and any pre-requisites.

**Career Resource Center (CRC):** open 8:30 am to 4:30 pm - with some limited closed sessions. Staff assistance hours vary.

**CASAS Testing:** Basic Reading and Math Assessment Testing. Find out what your grade level is for each, to further your education or for job search.

**Food Handler Cards:** You must bring \$10 cash or check, have several hours to prep and take the online course, and if you pass with 75% or better, you will receive your certificate that day. Certificate good for 3 years from that date. (no appointments!) Vallejo on the 1<sup>st</sup> & 3<sup>rd</sup> Friday of each month at 1:00 pm, or in Fairfield during any CRC Staff time.

**Networking Job Club:** Networking - Job Leads - Job Search. This is a group of peers in supporting each other in job search efforts. Participation is encouraged.

**Proctored Typing Test:** Need a typing certificate? Must have proof of identification. Attend our FREE typing test and receive a certificate upon completion. No appointment necessary. *9:00am and 11:00am every Friday or see the CRC calendar for Staff times.*

**SparkPoint:** Open Job Search assistance and help with basic Word and basic Internet searching. Call (707) 974-4469 to schedule. *1:30pm 4<sup>th</sup> Tuesday of each month.*

**Veterans Network:** Join other Veterans for job search networking. *8:30 am every Monday.* Veterans receive Priority of Service.

**Road to Employment in Libraries** – Self-paced job search activities with group participation encouraged.

- Vacaville - Vacaville Cultural Center, 1020 Ulatis Dr., Vacaville, CA  
*2:00pm Thursdays*
- Vallejo - Springstowne Library, 1003 Oakwood Ave, Vallejo, CA  
*2:00pm 1<sup>st</sup> and 3<sup>rd</sup> Mondays each month*
- Vallejo – John F. Kennedy Library, 505 Santa Clara St., Vallejo, CA  
*2:00pm 2<sup>nd</sup> and 4<sup>th</sup> Mondays each month*

**\*Equal Opportunity Employer / Program. Auxiliary aids and services are available upon advance request to individuals with disabilities.  
(707) 863-3598 TTY Relay # 1-800-735-2922**

**Veterans receive Priority of Service – please ask staff**