



## June 2019 Calendar of Events

Montgomery County American Job Center - Wheaton  
 11002 Veirs Mill Road, South Bldg., 1st Floor, Wheaton, MD 20902  
 (301)929-6880

| Monday  | Tuesday   | Wednesday  | Thursday           | Friday             |
|---|---|--|--------------------|--------------------|
| <b>3 Room 510</b><br>Introduction to Services:9am-9:30am<br>Resume Builder I:10am-12pm<br>Interview Techniques I:1pm-3pm<br><b>(Interview Techniques held in Rm 202)</b>  | <b>4 Room 510</b><br>Introduction to Services:9am-9:30am<br>Resume Builder II:10am-12pm<br>Interview Techniques II:1pm-3pm<br><b>(Interview Techniques held in Rm 202)</b>  | <b>5 Room 510</b><br>Introduction to Services:9am-9:30am   | <b>6 Room 510</b>  | <b>7 Room 510</b>  |
| <b>10 Room 510</b><br>Introduction to Services:9am-9:30am<br>Entrepreneurship Basics:10am-12pm<br>Introduction to PMP: 1pm-3pm  | <b>11 Room 510</b><br>Introduction to Services:9am-9:30am<br>MS Office Basics:10am-12pm<br>Business Ethics:1pm-3pm  | <b>12 Room 510</b><br>Introduction to Services:9am-9:30am<br>Introduction to Services:6pm-6:30pm | <b>13 Room 510</b> | <b>14 Room 510</b> |
| <b>17 Room 510</b><br>Introduction to Services:9am-9:30am<br>Resume Builder I:10am-12pm<br>Interview Techniques I:1pm-3pm<br><b>(Interview Techniques held in Rm 202)</b> | <b>18 Room 510</b><br>Introduction to Services:9am-9:30am<br>Resume Builder II:10am-12pm<br>Interview Techniques II:1pm-3pm<br><b>(Interview Techniques held in Rm 202)</b> | <b>19 Room 510</b><br>Introduction to Services:9am-9:30am  | <b>20 Room 510</b> | <b>21 Room 510</b> |
| <b>24 Room 510</b><br>Introduction to Services:9am-9:30am<br>Career Strategies:10am-12pm  | <b>25 Room 510</b><br>Introduction to Services:9am-9:30am<br>Entrepreneurship Basics:10am-12pm<br>Introduction to PMP:1pm-3pm   | <b>26 Room 510</b><br>Introduction to Services: 9am-9:30am                                       | <b>27 Room 510</b> | <b>28 Room 510</b> |

### How to Register for a Workshop

Workshop registrations can be found by visiting <https://mwejobs.maryland.gov>.  
 Workshop registrations will be available up to one (1) day before the scheduled workshop.  
 The WALK-IN STANDBY POLICY allows customers who are unable to register, to access available seats (in person) the day of the workshop.

**Attendance Policy** Reserved seats are held for customers who are pre-registered and arrive on time. In fairness to all workshop participants, ten (10) minutes after the scheduled start-time (regardless of available seating), doors will be closed, and workshops will begin. Customers arriving late will not be admitted.  
**The Introduction to WSM Orientation Workshop begins promptly when scheduled. There is no grace period for this workshop so please be early. Important Note about Childcare: Childcare is not available. Children will not be allowed in the training rooms.**

“WorkSource Montgomery is an equal opportunity/employer program. Auxiliary aids and services are available upon request to individuals with disabilities”