



Capital District Women's Employment & Resource Center (WERC)

Albany Center - 175 Central Avenue, 3rd Fl., Albany, NY 12206

Prior Registration is Required for ALL Workshops

Please Call (518) 242-8249

Workshop Schedule for September 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5	6
WERC Center Closed - Enjoy the Holiday	9:00 - 11:30 Registration Session - CSR/Clerical Program	10:00 - 4:00 Schenectady Job Fair / Proctors	9:00 - 11:30 Registration Session - CSR/Clerical Program	WERC Lab Closed Software Updates
9	10	11	12	13
9:00 - 3:00 Customer Service/ Clerical Class - Resume Part I	9:00 - 3:00 Customer Service/ Clerical Class - Resume Part II	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class
16	17	18	19	20
9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class 1:00 - 3:00 Registration Session	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class
23	24	25	26	27
9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 11:30 Registration Session	9:00 - 11:30 Computer Lab	WERC Staff Prepare Event Materials/ Meeting
30				
WERC Staff Prepare Event Materials/ Meeting	**You are eligible for FREE classes if you have lost your primary source of support due to: Divorce, Separation, Widowhood, Job Loss or Disability of Spouse or Pending Loss of Public Assistance Benefits**			

Website: www.cdwerc.org