



**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 February 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				<b>1</b>
				9:00 - 3:00 Customer Service/ Clerical Class
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class	9:00 - 3:00 Customer Service/ Clerical Class
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
New Student Information Calls	9:00 - 12:00 Intro to Excel	9:00 - 11:30 Registration Session	1:00 - 3:30 Job Seekers Forum - Job Fair Tips	No Classes
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
2:00 - 6:00 Times Union Health Career Job Fair - Albany Marriott Wolf Road	No Classes	9:00 - 11:30 Registration Session	1:00 - 3:30 Job Seekers Forum	No Lab - Training Center Computer Updates /Training Supplies
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	
WERC Graduates Follow-up Calls/ Retentions	New Student Information Calls	9:00 - 11:30 Registration Session	1:00 - 3:30 Job Seekers Forum	

**\*\*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.cdwercc.org](http://www.cdwercc.org)**