



Columbus-
Franklin County

December 2018

Ohio Means Jobs
Columbus/Franklin County
Jerry Hammond Center
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Columbus, OH 43205
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Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 9:00-01:00 Road Maps 9:00-9:45 Resume Workshop 9:30-12:30 Adult Education Class 10:00-12:00 Open Resume Lab 1:00-3:00 Money Matters 1:00-3:00 Computer Basics 1:00-3:00 Job Search	4 9:00-01:00 Road Maps 9:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 How to OMJ 01:00-2:30 Interview Workshop 2:45-4:00 Interview Lab	5 9:00-01:00 Road Maps 9:00-11:00 Computer Basics 9:00-11:00 Networking Group 9:30-12:30 Adult Education Class 1:00-3:00 Job Search 1:00-1:45 Resume Workshop 2:00-4:00 Open Resume Lab	6 9:00-01:00 Road Maps 9:00-11:00 How to OMJ 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-2:30 Interview Workshop 2:45-4:00 Interview Lab	7 9:00-01:00 Road Maps 9:00-9:45 Resume Workshop 10:00-12:00 Open Resume Lab 9:00-10:30 Interview Workshop 10:45-12:00 Interview Lab 10:30-12:30 Franklin County First Step	8
9	10 9:00-01:00 Road Maps 9:00-9:45 Resume Workshop 9:30-12:30 Adult Education Class 10:00-12:00 Open Resume Lab 1:00-3:00 Today's Workplace 1:00-3:00 Computer Basics 1:00-3:00 Job Search	11 9:00-01:00 Road Maps 9:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 How to OMJ 01:00-2:30 Interview Workshop 2:45-4:00 Interview Lab	12 9:00-01:00 Road Maps 9:00-11:00 Computer Basics 9:00-11:00 Networking Group 9:30-12:30 Adult Education Class 11:00-1:00 Healthcare Careers 1:00-3:00 Job Search 1:00-1:45 Resume Workshop 2:00-4:00 Open Resume Lab	13 9:00-01:00 Road Maps 9:00-11:00 How to OMJ 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-2:30 Interview Workshop 2:45-4:00 Interview Lab	14 Center Opens at 11 am	15
16	17 9:00-01:00 Road Maps 9:00-9:45 Resume Workshop 9:30-12:30 Adult Education Class 10:00-12:00 Open Resume Lab 1:00-3:00 Money Matters 1:00-3:00 Computer Basics 1:00-3:00 Job Search	18 9:00-01:00 Road Maps 9:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 How to OMJ 01:00-2:30 Interview Workshop 2:45-4:00 Interview Lab	19 9:00-01:00 Road Maps 9:00-11:00 Computer Basics 9:00-11:00 Networking Group 9:30-12:30 Adult Education Class 1:00-3:00 Job Search 1:00-1:45 Resume Workshop 2:00-4:00 Open Resume Lab	20 9:00-01:00 Road Maps 9:00-11:00 How to OMJ 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-2:30 Interview Workshop 2:45-4:00 Interview Lab	21 9:00-01:00 Road Maps 9:00-9:45 Resume Workshop 10:00-12:00 Open Resume Lab 9:00-10:30 Interview Workshop 10:45-12:00 Interview Lab	22
23	24 Center Closed 	25 Center Closed	26 9:00-01:00 Road Maps 9:00-11:00 Computer Basics 9:00-11:00 Networking Group 11:00-1:00 Healthcare Careers 1:00-3:00 Job Search 1:00-1:45 Resume Workshop 2:00-4:00 Open Resume Lab	27 9:00-01:00 Road Maps 9:00-11:00 How to OMJ 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-2:30 Interview Workshop 2:45-4:00 Interview Lab	28 9:00-01:00 Road Maps 9:00-9:45 Resume Workshop 10:00-12:00 Open Resume Lab 9:00-10:30 Interview Workshop 10:45-12:00 Interview Lab	29
30	31 Center Closed 					

****Please arrive and check-in prior to the start time. No late admittance will be permitted.****

Resume Workshop

Receive one on one and group guidance and tips on how to design a professional resume.

Open Resume Lab

Receive assistance in building your resume in this interactive lab. You must attend the resume workshop once to attend this lab.

Interview Workshop

Gain interview skills you need by asking and answering questions from our Facilitators.

Interview Lab

Practice mastering your interview skills during this interactive lab. You must attend the interview workshop once to participate in the interview lab.

Adult Education Class

Discuss educational opportunities with instructional staff with a focus on GED attainment and skill refreshment.

Road Maps

10 Session workshop focusing on your "Road Map" to Success. Topics range from resume development to money management. To find daily topics please contact OMJFCF staff.

Computer Basics

Learn how to use the computer for your job search. Covers functions of the keyboard, mouse, and central processing unit (CPU).

Microsoft Office

Receive basic Word, Excel and PowerPoint training. Update your skills with additional computer training.

How to OMJ

Take a guided tour to make sure you get the best of what Ohio Means Jobs has to offer.

Job Search

Come to this class to receive guidance on how to find jobs, complete applications, submit resumes, follow up with employer, etc.

Today's Workplace

Our Workforce is more diverse than ever. From Boomers to Millennials, discuss how to use awareness and understanding to create effective inter-generational communication in the workplace.

Money Matters

Foundational financial literacy from basic best practices to immediate cost saving ideas.

Healthcare Careers

Have a desire to work in the in-demand Healthcare industry? Attend this informational session to understand how you can plan your career in Healthcare.

Networking Group

Join the Networking Club to learn how to market your skills.

Franklin County First Step

Resource Fair for Restored Citizens.
Opportunity for recently released individuals to connect with organizations that will you get back on track.

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