



Columbus -
Franklin County

January 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
	1 Office Closed—Happy New Year!	2 09:00-01:00 Road Maps 09:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop 01:00-3:00 How to OMJ	3 09:00-01:00 Road Maps 09:00-11:00 Computer Basics 9:00-11:00 Job Club/Networking 9:30-12:30 Adult Education Class 1:00-3:00 Resume 1:00-3:00 Job Search	4 09:00-01:00 Road Maps 09:00-11:00 How to OMJ 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop	5 09:00-01:00 Road Maps 09:00-11:00 Resume 9:00-11:00 Interview Workshop 10:00-2:00 Franklin County First Step	6
7	8 09:00-01:00 Road Maps 09:00-11:00 Resume 9:30-12:30 Adult Education Class 1:00-3:00 Computer Basics 1:00-3:00 Job Search	9 09:00-01:00 Road Maps 09:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop 01:00-3:00 How to OMJ	10 09:00-01:00 Road Maps 09:00-11:00 Computer Basics 9:00-11:00 Job Club/Networking 9:30-12:30 Adult Education Class 1:00-3:00 Resume 1:00-3:00 Job Search	11 09:00-01:00 Road Maps 09:00-11:00 How to OMJ 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop	12 09:00-01:00 Road Maps 09:00-11:00 Resume 9:00-11:00 Interview Workshop	13
14	15 Office Closed—Martin Luther King Day!	16 09:00-01:00 Road Maps 09:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop 01:00-3:00 How to OMJ	17 09:00-01:00 Road Maps 09:00-11:00 Computer Basics 9:00-11:00 Job Club/Networking 9:30-12:30 Adult Education Class 1:00-3:00 Resume 1:00-3:00 Job Search	18 09:00-01:00 Road Maps 09:00-11:00 How to OMJ 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop	19 09:00-01:00 Road Maps 09:00-11:00 Resume 9:00-11:00 Interview Workshop	20
21	22 09:00-01:00 Road Maps 09:00-11:00 Resume 9:30-12:30 Adult Education Class 1:00-3:00 Computer Basics 1:00-3:00 Job Search	23 09:00-01:00 Road Maps 09:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop 01:00-3:00 How to OMJ	24 09:00-01:00 Road Maps 09:00-11:00 Computer Basics 9:00-11:00 Job Club/Networking 9:30-12:30 Adult Education Class 1:00-3:00 Resume 1:00-3:00 Job Search	25 09:00-01:00 Road Maps 09:00-11:00 Ohio Means Jobs 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop	26 09:00-01:00 Road Maps 09:00-11:00 Resume 9:00-11:00 Interview Workshop	27
28	29 09:00-01:00 Road Maps 09:00-11:00 Resume 9:30-12:30 Adult Education Class 1:00-3:00 Computer Basics 1:00-3:00 Job Search	30 09:00-01:00 Road Maps 09:00-11:00 Microsoft Office 9:00-10:00 Orientation 10:00-11:00 Orientation 1:00-3:00 Interview Workshop 01:00-3:00 How To OMJ	31 09:00-01:00 Road Maps 09:00-11:00 Computer Basics 9:00AM-11:00AM Job Club/Networking 9:30-12:30 Adult Education Class 1:00-3:00 Resume 1:00-3:00 Job Search			

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

Computer Basics

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

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.

Job Club/Networking

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

Interview Practice

Gain interview skills you need by practicing the interview process and answering questions from our Talent Development Specialist.

Road Maps

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

Resume Lab

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

Microsoft Office

Receive basic Word, Excel and Power-Point training. Update your skills with additional computer training.

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.

Adult Education Class

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

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