

# SARATOGA COUNTY ONE-STOP CALENDAR OF EVENTS

Saratoga County Employment & Training • 152 West High Street, Ballston Spa, NY 12020  
 Please sign up for all events! Call us at 884-4170 or stop at the reception desk.

# December 2015

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1	2	3 <b>Resume Workshop</b> Bring your resume and learn how to write for success. 1 - 3pm	4
7	8 <b>Career Corner</b> Need to energize your job search? Come with questions and leave with encouraging tips, pointers, and strategies. 10 - 11:30am	9	10	11
14	15	16 <b>Career Exploration</b> By appointment only. Basic Computer skills required. ----- <b>ManPower</b> Open Interviews 9:30am – 12pm	17 <b>Resume Workshop</b> Bring your resume and learn how to write for success. 1 - 3pm	18
21	22 <b>Career Corner</b> Need to energize your job search? Come with questions and leave with encouraging tips, pointers, and strategies. 10 - 11:30am	23	24	25 <b>CHRISTMAS DAY OFFICE CLOSED</b>
28	29	30 <b>Interview Workshop</b> What to expect and how to prepare for a job interview. 10:10 - 11:40am	31	