

Aerospace Transition Center Workshops – January Calendar

16921 El Camino Real ☒ 281-956-5678 ☒ transition@wrksolutions.com ☒ www.wrksolutions.com/employer/aerospace.html

MON	TUES	WED	THURS	FRI
2 Training Orientation (9 am) Featured School: UH (9:30 am – 3:00 pm) OJT Orientation (11 am – 12 pm)	3	4 The Energy Series (Part 1 – 12:30 pm) (Part 2 – 1:45 pm) (Part 3 – 3:00 pm)	5 LinkedIn, Intro (11 am – 12 pm)	6
9 Training Orientation (9 am) Featured School: ACC (9:30 am – 3:00 pm) OJT Orientation (11 am – 12 pm)	10	11	12 LinkedIn, Advanced (11 am – 12 pm)	13
16 Office Closed Martin Luther King Day	17 Create A Plan Workshop (11 am – 12 pm) Resume Workshop (4 pm – 5 pm)	18 Interviewing Workshop (11 am – 12 pm) Rebranding Your Skills (4 pm – 5 pm)	19 ABC's of WIT (11 am – 12 pm) LinkedIn, Intro (4 pm – 5 pm)	20
23 Training Orientation (9 am) Featured School: MCC (9:30 am – 3:00 pm) OJT Orientation (11 am – 12 pm)	24 Resume Workshop (11 am – 12 pm) Networking Workshop (4 pm – 5 pm)	25 Interviewing Workshop (11 am – 12 pm) Create A Plan Workshop (4 pm – 5 pm)	26 Transitioning Skills Tips (11 am – 12 pm) LinkedIn, Advanced (4 pm – 5 pm)	27
30 Training Orientation (9 am) Featured School: Clerical Arts (9:30 am – 3:00 pm) OJT Orientation (11 am – 12 pm)	31 Rebranding Your Skills (11 am – 12 pm) Resume Workshop (4 pm – 5 pm)			

CLICK ON THE WORKSHOP LINK TO REGISTER

- **Interviewing Workshop** – Interview guidelines & behavioral questions
- **Networking Workshop** – How to connect to the hidden job market
- **Resume Workshop** – Learn to market your skills
- **Create a Plan: Labor Market Information**– The first step in a job search
- **The Energy Series** – An informational series on the Energy industry
- **LinkedIn, Intro** – Why use LinkedIn and how to create your profile
- **LinkedIn, Advanced** – Maximize your Network to assist in job search
- **ABC's of WIT** – How to maximize your profile in workintexas.com
- **Rebranding Your Skills** – Repackaging and marketing your skills
- **Cover Letters & More** – Create effective documents to support your skills
- **Transitioning Skills Tips** – Tips from a recruiter on marketing your resume

www.wrksolutions.com

Workforce Solutions is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Texas Relay Numbers: 1-800-735-2989 (TDD) 1-800-735-2988 (voice) or 711


Workforce Solutions

