

**100% PHOTO ID CHECK
TO ENTER THE BUILDING**
Hours of Operation:
8:30 am - 4:00 pm



DC WORKS! CAREER CENTER SOUTHWEST
CVS/Pharmacy Training Facility
YOUR WORKFORCE CONNECTION

**4049 SOUTH CAPITOL ST., SW
WASHINGTON, DC 20032
202-645-4000
www.dcnetworks.org**

Walk In Services
Tuesday and Thursday, 9:00 am - 11:30 am

AUGUST 2012

Unemployment Compensation
Daily, 9:00 am - 3:00 pm

Mon	Tue	Wed	Thu	Fri
<p>The CASAS Exam Is Available at CCSE, Room 248 3720 Martin Luther King Avenue, SE Customers must obtain a Referral From an Employment Specialist</p>		<p>1 Unemployment Claims Assistance, Monday - Friday 9:00 am-3:00 pm</p>	<p>2 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 200 11:00 am -12:30 pm</p>	<p>3 CVS Pharmacy Training 10:00 am—2:00 pm</p>
<p>6 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm CVS New Colleague Orientation 9:00 am—5:00 pm</p>	<p>7 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 100 11:00 am -12:30 pm</p>	<p>8 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm</p>	<p>9 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 200 11:00 am -12:30 pm</p>	<p>10 CASAS Exam Available at CCSE 10:00 am-2:00 pm, Room 248 CVS Pharmacy Training 10:00 am—2:00 pm</p>
<p>13 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm CVS New Colleague Orientation 9:00 am—5:00 pm</p>	<p>14 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 100 11:00 am -12:30 pm</p>	<p>15 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm</p>	<p>16 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 200 11:00 am -12:30 pm</p>	<p>17 CVS Pharmacy Training 10:00 am—2:00 pm</p>
<p>20 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm</p>	<p>21 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 100 11:00 am -12:30 pm</p>	<p>22 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm</p>	<p>23 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 200 11:0 am -12:30 pm</p>	<p>24 CASAS Exam Available at CCSE 10:00 am-2:00 pm, Room 248 CVS Pharmacy Training 10:00 am—2:00 pm</p>
<p>27 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm</p>	<p>28 General Orientation and Training Information Workshop 9:00am- 10:00 am Bank on Your Money 10:30 am -12:00 Noon</p>	<p>29 Unemployment Claims Assistance, Monday - Friday 9:00 am - 3:00 pm</p>	<p>30 General Orientation and Training Information Workshop 9:00am- 10:00 am Resume Building 200 11:00 am -12:30 pm</p>	<p>31 CVS Pharmacy Training 10:00 am—2:00 pm</p>

Calendar Schedules Are Subject To Change

Attendance Policy

FIRST COME, FIRST SERVE SEATING.

A sign-in sheet will be located at the **Reception desk one (1) hour before designated start time on the day of workshop or orientation.** In fairness to all **workshop or orientation participants**, doors will be closed and begin at scheduled start time. Although DOES makes every effort to maintain our schedules as assigned, workshops/orientations times are subject to change without prior notice. **Seating capacity strictly enforced.**

Inclement Weather Policy

Workshops/Orientation **MAY** be cancelled if the District Public Schools are closed or delayed, or if the instructor is delayed due to severe weather. **BEFORE YOU TRAVEL**, find out if the session is cancelled by calling **202 645-4000.**

General Orientation and Training Information Workshop

This One-Stop Career Center workshop is designed to provide participants with general information and services provided by the Department of Employment Services and the One-Stop Career Center programs which includes an overview of various occupational training opportunities available and reviews the training applicant process.

CASAS– Comprehensive Adult Student Assessment System/ Pre-GED Assessment

Is an adult basic tool utilized to determine the academic reading and math comprehension level of the learner. You must be referred by your assigned Employment Specialist for the CASAS Assessment.

Resume Building 100 Workshop

Resume 100 workshop focuses on the elements of building a professional resume and will discuss the 3 Main Resume Types while providing the basic steps of preparing and building a resume using DCNetworks.org. **Seating Capacity 10**

Resume 200 workshop focuses on the review and development of resumes for experienced professionals in the workforce. Emphasizing career accomplishments, highlights, competencies and professionalized summaries.

Seating Capacity 10

Bank on Your Money, from Bank on DC

A Financial Literacy Workshop, “The “Bank on Your Money” classes feature the basics of banking, savings, the differences between types of accounts financial institutions offer, the fee and how to manage your money. (This workshop is not being offered in June 2012, but will resume in July, 2012).

Unemployment Insurance Benefits Services

Customers can file their initial or weekly claims using DCNetworks.org. Customers can speak with a Claims Examiner to discuss issues related to their claim.

REGISTRATION IN DC NETWORKS IS REQUIRED BEFORE SERVICES CAN BE RENDERED.

You can register at www.dcnetworks.org