

South County Job Center

379 Tomkins Court, Gilroy CA 95020 - 408-758-3477

Mon	Tue	Wed	Thu	Fri
2 8:30-12:30 Bookkeeping & Accounting Intermediate	3 8:30-12:30 Bookkeeping & Accounting Intermediate	4 8:30-12:30 Bookkeeping & Accounting Intermediate	5 8:30-12:30 Bookkeeping & Accounting Intermediate	6 8:30-12:30 Bookkeeping & Accounting Intermediate
9 8:30-12:30 Google Drive	10 8:30-12:30 Google Drive	11 8:30-12:30 Google Drive	12 8:30-12:30 Google Drive	13 8:30-12:30 Google Drive
16 8:30-12:30 MS Word Advanced	17 8:30-12:30 MS Word Advanced	18 8:30-12:30 MS Word Advanced	19 8:30-12:30 MS Word Advanced	20 8:30-12:30 MS Word Advanced
23 8:30-12:30 Administrative Support	24 8:30-12:30 Administrative Support	25 8:30-12:30 Administrative Support	26 8:30-12:30 Administrative Support	27

Workshop Pre-Requisites: Please refer to the current work2future Workshop Catalog for information regarding workshops that require a pre-requisite.
 For more information please speak to a Career Adviser.

If you are enrolled in a workshop you must **arrive at the workshop ten minutes early to claim your seat**. If you do not arrive ten minutes early your seat may be given to someone on the wait list. If you are late to a workshop (you arrive between ten minutes from the beginning of the workshop to the workshop start time) and there are still seats available for the workshop you will be given a seat. Classes start ON TIME. Anyone entering the class late will NOT be allowed into the class unless you have a validated excuse from the front office. (The excuse must be an emergency or job related – e.g., on a call or Interview)