

WorkReadyNH Program at Nashua Community College

Free Program Available to All NH Residents Career Builders

Day Schedule

Pre-test	Tuesday	4/8/2014	Pre -Test and Overview	9:30 a.m. - 12:30 p.m.
Unit 1	Wednesday	4/9/2014	Introduction & Team Building	9:30 a.m. - 12:30 p.m.
Unit 2	Friday	4/11/2014	Career Exploration	9:30 a.m. - 12:30 p.m.
Unit 3	Tuesday	4/15/2014	Technology of the Job Search	9:30 a.m. - 12:30 p.m.
Unit 4	Wednesday	4/16/2014	Business Elements	9:30 a.m. - 12:30 p.m.
Unit 5	Friday	4/18/2014	The Résumé (Part 1)	9:30 a.m. - 12:30 p.m.
Unit 6	Tuesday	4/22/2014	Networking	9:30 a.m. - 12:30 p.m.
Unit 7	Wednesday	4/23/2014	The Interview (Part 1)	9:30 a.m. - 12:30 p.m.
Unit 8	Friday	4/25/2014	Effective Communication Skills	9:30 a.m. - 12:30 p.m.
Unit 9	Tuesday	4/29/2014	Customer Service	9:30 a.m. - 12:30 p.m.
Unit 10	Wednesday	4/30/2014	Self Esteem and Assertiveness	9:30 a.m. - 12:30 p.m.
Unit 11	Friday	5/2/2014	Critical Thinking	9:30 a.m. - 12:30 p.m.
Unit 12	Monday	5/5/2014	Public Speaking & Presentations	9:30 a.m. - 12:30 p.m.
Unit 13	Wednesday	4/9/2014	Workplace Safety	9:30 a.m. - 12:30 p.m.
Unit 14	Friday	4/11/2014	Networking	9:30 a.m. - 12:30 p.m.
Unit 15	Tuesday	4/15/2014	Financial Literacy	9:30 a.m. - 12:30 p.m.
Unit 16	Wednesday	4/16/2014	The Résumé (Part 2)	9:30 a.m. - 12:30 p.m.
Unit 17	Friday	4/18/2014	The Interview (Part 2)	9:30 a.m. - 12:30 p.m.
Unit 18	Tuesday	4/22/2014	The College Connection	9:30 a.m. - 12:30 p.m.
Unit 19	Wednesday	4/23/2014	Presentations and Wrap-up	9:30 a.m. - 12:30 p.m.
Unit 20	Friday	4/25/2014	NCRC Testing	9:30 a.m. - 12:30 p.m.

For More Information Contact: Donna Marceau at (603) 882-6923 x1560 or dmarceau@ccsnh.edu

