

TYPING CERTIFICATION TEST

Includes a 1-minute warmup and up to two 5-minute timed typing tests. Certificates are accepted by area employers requiring documentation of speed and accuracy for employment.



CAREER ASSESSMENT:

- Identify Your Strengths –Take 3 short career assessments to find out about your interests, skills, learning preferences, and personality traits, and how these characteristics match up to specific careers. Research the skills and training needed for career matches that are of interest.
- MyNextMove – O'NET Interest Profiler – Identify your interests and how they relate to the world of work and specific occupational groups.

Resume Review

Bring your resume to be reviewed to ensure it includes all essential components and avoids common resume mistakes.

Every TUESDAYS from 9:30 am– 1:30 pm AJCC TRAINING LAB

Contact Person: Pat Channel
Email address: channellp@mdusd.org
or call AJCC CONCORD 9256714500

