Employment Program

1. Select the most convenient day for you to attend training:
   * Monday
   * Tuesday
   * Wednesday
   * Thursday
   * Friday
   * Saturday
2. Select the most convenient time for you to attend training:
   * 9:00am-11:00am
   * 10:00am-12:00pm
   * 6:00pm-8:00pm (Week day only)
3. How frequently would you be willing to attend training?
   * Monthly (12 times per year)
   * Bi-Monthly (6 times per year)
   * Quarterly (4 times per year)
4. Which training method(s) do you prefer? *Select all the apply*
   * Classroom
   * Video
   * Internet/Web Based
5. What topics listed below would you be interested in? *Select all that apply*
   * Resume writing
   * Creating a cover letter
   * Interview skills
   * Do’s & Don’ts (Professional Etiquette)
   * Addressing workplace conflict
   * Stress management
   * Microsoft Word training
   * Microsoft Excel training
   * Microsoft PowerPoint training
   * Diversity in the workplace
   * Effectively searching and applying for job
   * Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Would you be willing to pay a small fee to attend computer training & skill development classes?
   * Yes
   * No

*If yes, please select the amount you would be willing to pay per event.*

Ο $5 Ο $10 Ο $15 Ο $20 Ο Other: $\_\_\_