

# FREE SERVICES

## job connection

Job Connection identifies unique skills and experience of employees and community members looking for employment. We develop a strategy to provide job leads based on their strengths and goals and work with them to find a job as soon as possible.

### Free Services

- Skills review and assessment
- Resume and cover letter assistance
- One-on-one interview practice
- Computer lab access
- Meet the Employer Events
- Job Fairs
- Personalized job leads and referrals

Visit [goodwilljobconnection.org](http://goodwilljobconnection.org).

Career Centers provide Microsoft classes, job skills assessments, and other learning resources to help employees and community members reach their career goals including:

- Microsoft Office (*Word, Excel, PowerPoint and Outlook*)
- Job Skills Assessments
- Career Development Workshops (*Employability, Retention, and Advancement*)
- Basic Computer Skills Classes

Students receive a Goodwill issued Certificate of Achievement.

Our current locations are Portland, Salem and Vancouver.

Call **(503) 238-6177** or visit [goodwilljobconnection.org](http://goodwilljobconnection.org).

## career center

## GOODWILL INDUSTRIES

OF THE COLUMBIA WILLAMETTE

Employee and Community Education (ECE) is part of the larger Training and Development department. ECE provides training to participants, employees and community members. We enhance career skills and ensure success in daily life by providing group and individualized training opportunities.

Our ECE program offers monthly workshops for all of our stores, outlets, and donation site attendants, and training for Vocational Services staff and participants. We also work with partner organizations to provide training to people in our community.

Ask your manager for more information.

## employee & community education

English as a Second Language (ESL) classes are available for employees and community members in the Portland, Salem, and Vancouver areas, and other locations. All Goodwill ESL classes are collaborative learning environments, open to all, and offered at different levels.

For more information, please call:

**(503) 238-6195** or visit [goodwilljobconnection.org](http://goodwilljobconnection.org).

## english as a second language