



JOB TRAINING ALERT!

**Are You Interested in Updating Your Current Job Skills
or possibly changing your occupation?**

- Are you interested in job training?
- Were you laid off from your last job?
- Are you currently collecting Unemployment Insurance?
- Have you attended a Rapid Response or EDD IAW session?
- Are you having difficulty finding work because your job skills need updating?

If you answered yes to these questions then you may be eligible for Job Training and additional services at **NO COST TO YOU!**

Some of the Job Training courses offered include:

- Medical Office Billing/Coding
- Integrated Digital Technology Specialist
- Six Sigma-Black Belt-Project Management
- Microsoft Academy (provided by Los Angeles Valley College)
- Alternative Renewable Clean Energy Auditing (provided by Pierce College)

To learn more about this training opportunity and eligibility, you are invited to attend an orientation session at the Canoga Park/West Hills WorkSource Center. Orientations will be held every Friday, at 1:00 PM beginning January 21, 2011. You may pre-register for orientations by calling 818-596-4448. For additional information you may contact Doni Hooker at 818-596-4110 or via email at donihooker@rescare.com. **Don't wait, funding is limited.**

**CANOGA PARK/WEST HILLS WORKSOURCE CENTER
21010 VANOWEN STREET - CANOGA PARK, CA 91303**

To help determine your eligibility please bring the following documents:

- Valid CA License or CA Identification
- Social Security Card (original)
- If not a US citizen: Valid US Passport, or Alien Card (must not be expired)
- Proof of Residency (Utility Bill)
- Unemployment Insurance Documents (EDD)
- Lay-off Notice or WARN Notice (if applicable)
- Last Pay Stub
- Selective Service Registration for males only

This WIA Title I program/event is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities and must be received 72 hours prior to the event. Please contact for auxiliary only: (818) 596-4115, mandelgado@arboret.com and TTY/TDD (818) 596-4155