



Beaufort SC Works Center

164 Castle Rock Road, Beaufort

Walterboro Career Center

1085 Thunderbolt Drive, Walterboro

TCL Hampton Campus – H Mungin Center








54 Tech Circle, Varnville

To register for adult education, computer courses, or work keys, please see Ms. Gloria Harvin at the Beaufort SC Works location.

She is available Monday-Thursday 9:30am-4:00pm and Fridays 9:30am to 12:00pm.

Call today to reserve a seat in any of our workshops or stop by any SC Works Center to take advantage of our free services.

January 2018

Monday	Tuesday	Wednesday	Thursday	Friday
1. OFFICE CLOSED 	2.  Résumé Writing Colleton 9 – 11 am	3. Résumé Writing Beaufort 10:00 – 11:30 am	4. Soft Skills Workshop 10 – 11 am WIOA Orientation 11 am – 1 pm Veteran Services How can we help you?	5.  Basic Internet Skills 10:30 – 11:30
8. SC Works Job Search Unrestricted Keyboard Practice Time Beaufort	9. Résumé Writing Colleton 9 – 11 am	10. Résumé Writing Beaufort 10:00 – 11:30 am	11. Soft Skills Workshop 10 – 11 am WIOA Orientation 11 am – 1 pm Veteran Services How can we help you?	12. Basic Internet Skills 10:30 – 11:30
15. OFFICE CLOSED HAPPY MARTIN LUTHER KING DAY A DREAM NOT TO BE FORGOTTEN! 	16. Résumé Writing Colleton 9 – 11 am	17. Résumé Writing Beaufort 10:00 – 11:30 am	18. Soft Skills Workshop 10 – 11 am WIOA Orientation 11 am – 1 pm Veteran Services How can we help you?	19. Basic Internet Skills 10:30 – 11:30 
22. SC Works Job Search Unrestricted Keyboard Practice Time Beaufort	23. Résumé Writing Colleton 9 – 11 am	24. Résumé Writing Beaufort 10:00 – 11:30 am	25. Soft Skills Workshop 10 – 11 am WIOA Orientation 11 am – 1 pm Veteran Services How can we help you?	26. Basic Internet Skills 10:30 – 11:30
29. SC Works Job Search Unrestricted Keyboard Practice Time Beaufort	30. Résumé Writing Colleton 9 – 11 am	31. Résumé Writing Beaufort 10:00 – 11:30 am		

All Workshops are not available at the Hampton County Center, Please call 843.524.3351