



Workshop Attendance Log



Access Point Staff Member:-- _____

Please print your full name

	Date	Trainer Initials
Center Orientation (Hear about all of the Center Services) Time: 30 Minutes		
Interview Techniques Time: 3 Hours		
Introduction to One-Stop Employees/Partner Staff/Front-End Training Time: 1 Hour		
Introduction to Workforce Investment Act (WIA) Time: 1 Hour		
Job Search in the 21st Century Space Limited - Pass Required For Class. Please See The Front Desk 30 Minutes Prior To Start Time. Time: 3 Hours		
Resume Instruction Time: 3 Hours		
TOTAL WORKSHOP TIME: 11 ½ Hours		

Business Coordinator (FBCO)

Date

MWC Access Point Coordinators:

Todd Berndt	(602) 372-4248	tberndt@mail.maricopa.gov
Trina Jenkins	(602) 372-4493	tjenkins@mail.maricopa.gov

Equal Opportunity Employer/Program.
Auxiliary aids and services are available upon request to individuals with disabilities.