

## I.T Room Timetable revised December 2010

Day	Time	Session	
Mon	9.00 ~ 5.30	Facility available for hire*	Contact reception 0121 524 1950 / Cheryl Plant Ext: 160
Tues	9.00 ~ 3.30	Facility available for hire*	Contact reception 0121 524 1950 / Cheryl Plant Ext: 160
	4 – 6pm		Free Courses Drop in
Wed	10 -1pm ~ 2 – 4pm		Free Courses Drop in
Thurs	9.00 ~ 1pm	Facility available for hire*	Contact reception 0121 524 1950 / Cheryl Plant Ext: 160
	2 – 4pm		<b>FOR YOUR FUTURE</b> * see leaflet for details
Fri	9.00 ~ 5.30	Facility available for hire*	Contact reception 0121 524 1950 / Cheryl Plant Ext: 160

\* Facilities include: -

- 12 workstations
- Internet access
- Printer
- Projector
- Refreshments available (additional charge)

Contact reception for availability. Room hire at an inclusive hourly rate.

**Y**ou are important to us  
**M**ake your time count  
**C**reate your C.V  
**A**chieve your potential

**F**eel you need advice-we can help  
**U**se your time wisely  
**T**raining can be found  
**U**tilise your skills  
**R**ealise your potential  
**E**xplore new ideas

Do you need help to: -

use the internet?  
apply for a job?  
get an e-mail address?

Visit us at the




I.T Room  
Every Thursday 2 – 4pm  
38 Carters Green  
West Bromwich  
B70 9LG  
0121 524 1950



## YMCA CARE FOR YOUR FUTURE

This session is to give residents and the local community the opportunity to be prepared for work.

Facilities include: -

- Internet Access
- C.V preparation
- Completing application forms
- Interview techniques
- Mock interviews
- Job hunting on line
- Create your own e-mail address
- Applying for jobs online
- Access to training/voluntary information
- Access to  **onlinecentres**



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