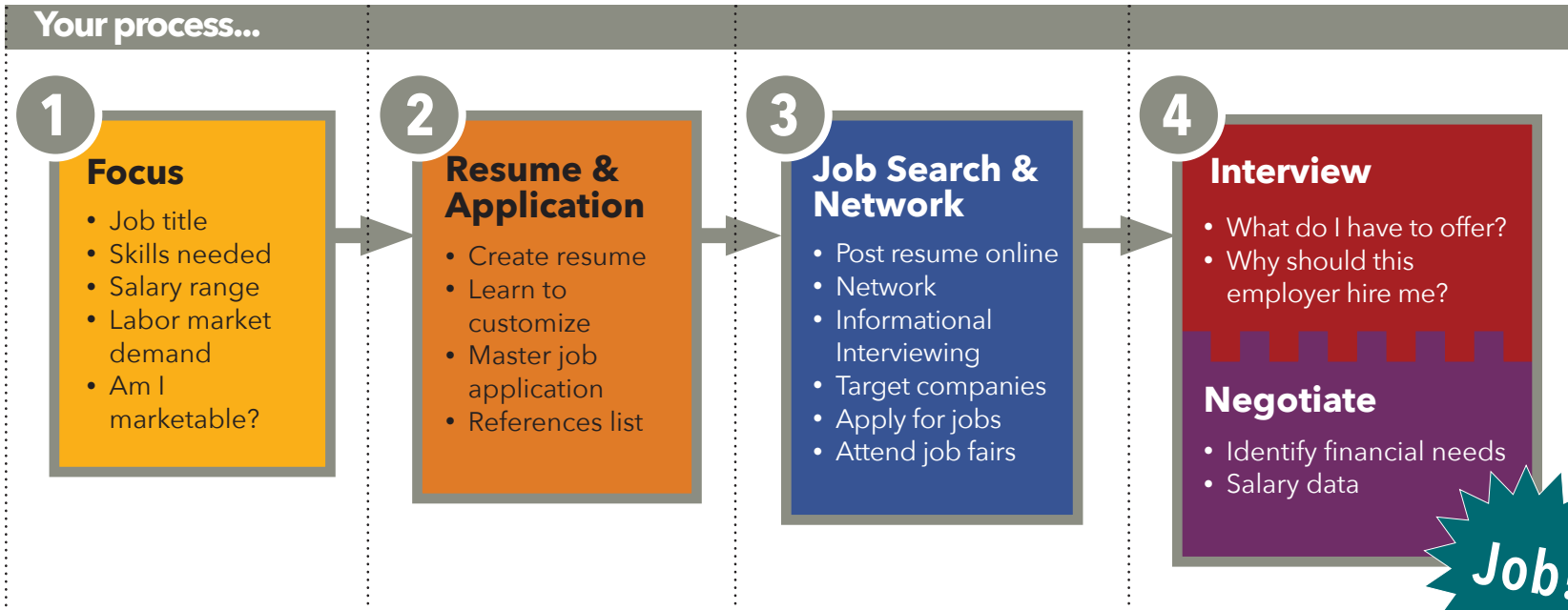


# Job Search Steps & Services

*Helping you get a job!*



## Skills Development

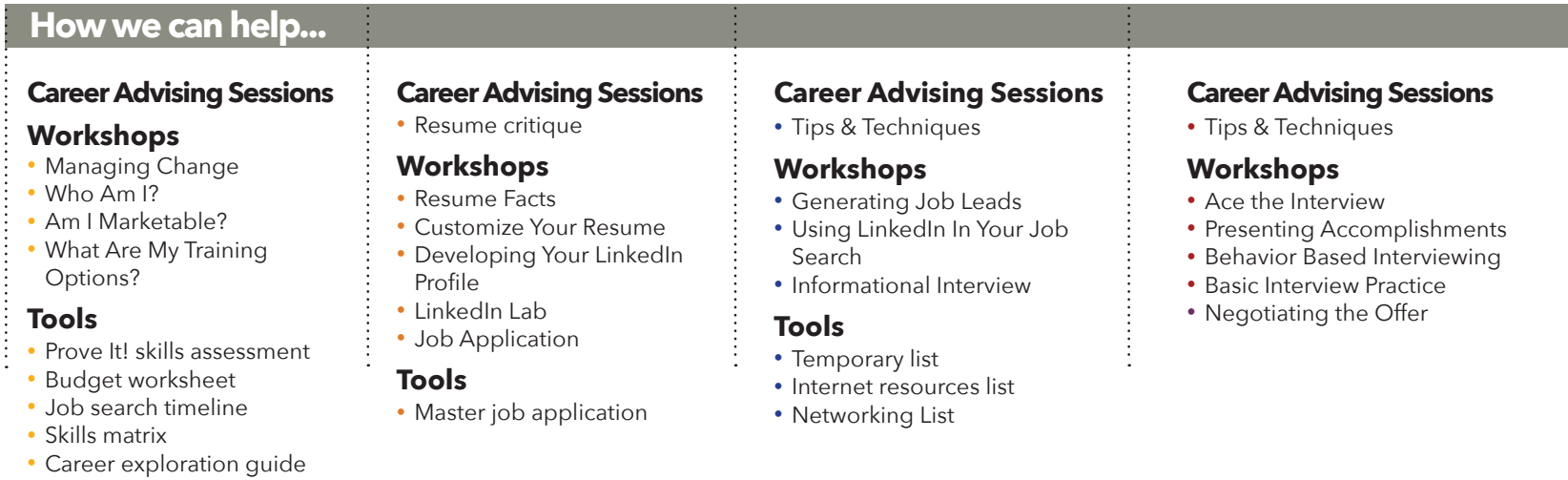
### Computer

- Microsoft
- Word
- Excel
- PowerPoint
- Intro to the Computer
- QuickBooks

### Communication Essentials

- Communication
- Facilitation
- Collaboration

Assistance available at [MyPlan.novaworks.org](http://MyPlan.novaworks.org)



## Resources

- Computers with Internet, MS Word, Excel, and PowerPoint
- CaJOBS
- ProMatch
- Veterans' services
- Assistive technology