Workforce Development & Training
A Quick Guide:
We provide Job Search Skills Training and Job Retention services!

First Step: EMPLOYMENT ORIENTATION
Learn how we can help you search for a new or better job.
Wednesdays @ 9:00 AM
You MUST attend orientation to access services.

Second Step: Job Club
- Job Search Techniques
- The Power of Positive Attitude
- Effective Communication
- The Art of Interviewing
- How to Apply for Jobs Online
Mondays 10:00 AM

Occupational Skills Training
NCCER Basic Apprentice Trades Construction Training
NCCER Core Curriculum/Introductory Craft Skills is augmented with the basic training for operation, preventive maintenance and safety. The curriculum consists of Basic Safety, Introduction to Construction Math, and introduction to Hand & Power tools, Material handling and Construction Drawings.
M-F 8:00am – 5:00pm / 3 weeks

On-site Resources
- Job Bank & Lead Board
- Computers
- Laser Printers
- Copy Machine
- Fax Machine
- Scanner
- Interview Clothes referrals
- Transportation Assistance

One-on-One Help
- Resume Development
- Job Coaching
- Mock Interview Practice
- Job Lead Research
- Image Management
- Computer Coaching
- Career Goal-Setting

To get assistance finding employment, You must attend our
Informational Session
Wednesday @ 9:00am
Houston Area Urban League
5260 Griggs Road
Houston, TX 77021
Office: 281-220-6031
Main: 281-220-6012

Hours of Operation
Monday thru Thursday 8:30 AM - 4:30 PM