



Shoreline **GOODWILL** Job Training & Education Center

Summer 2009

May 26 – July 17

English for Speakers of Other Languages (ESOL)

Classes for adults who are learning or want to learn English

Monday & Wednesday	10:30 – 12:00	Basic ESOL
Monday & Wednesday	1:00 – 2:30	Intermediate ESOL
Tuesday & Thursday	11:00 – 12:30	ESOL/Computers

Word Processing

The course focuses on the basics on word processing using Microsoft Word

Monday & Wednesday: 9:00 – 10:30

Spreadsheets

The course focuses on the basics of making spreadsheets with Microsoft Excel

Monday & Wednesday: 10:45 – 12:15

Computer Fundamentals

Introductory course for people with very little or no computer experience

Monday & Wednesday: 1:00 - 2:30

Retail Customer Service Training Program

The program focuses on the fundamentals of working a retail customer service environment. Students also study interpersonal, resource management, and career skills

Monday through Thursday: 9:00 – 4:00

Classes and Services are FREE!

Shoreline Goodwill Job Training & Education Center
14500 15th Ave. NE, Seattle, WA 98155 | (206) 631-8457
1(877) GIVE4GOOD | www.seattlegoodwill.org



MISSION:

Goodwill provides quality, effective employment training and basic education to individuals with significant barriers to economic opportunity. **Because jobs change lives.**