



Get the Competitive Edge in the Maine Job Market! Earn the *WorkReady* Credential.

FREE *WorkReady* Credential training programs will begin November 6. Endorsed by business and industry and supported by Adult Education and the Maine Department of Education, *WorkReady* is a **60-hour** statewide, portable credential that provides the skills that employers are looking for.

The *WorkReady* Credential program will teach you how to develop an appropriate workplace attitude; learn time management skills; understand what it takes to get and keep a better job; evaluate your workplace skills, experience, and work place preferences; develop a cover letter, résumé, and practice your interview skills; communicate effectively with others; problem-solve more effectively; find out what employers expect and create an opportunity to network with local businesses.

Currently we have a **FREE** class scheduled:

November 6 to December 11, 2017

Location: Ashland District School, 180 Presque Isle, St, Ashland, ME 04732

Dates: November: Starting Nov 6- M,T, W nights from 6-9 PM
Saturdays: November 11, 18: 8-4 (working lunch available)
November 20-21: 6-9 PM Off: Nov 25
November 27-29: 6-9 PM
December 2: 8-4 PM
December 4: 6-9 PM
December 11: 6:30 PM- Graduation

Information Night: October 26, Thursday, Ashland Auditorium at 6:30 PM

All interested attendees to sign up for the course must take the CASAS exam before course start date (Exam times will be made available at the school during the week of October 30).

Each individual entering this training must score a minimum scaled score within the Advanced Basic Skill level (a score range of between 220-235) on the CASAS Life and Work Level C Reading and Life Skills Level C Math assessments.

WorkReady does not discriminate on the basis of disability and complies with regulations promulgated under the Americans with Disabilities Act. Upon request and appropriate documentation, reasonable accommodations and/or modifications will be provided to qualified persons with disabilities, and otherwise eligible, to *WorkReady* to ensure equal access to the *WorkReady*TM program.

Sponsored By:

Ashland Area Economic Development Committee | MSAD #32 Adult Education