



# engage

## MAY 2024 TRAINING ALERT

To enroll, please contact your Department Training Processor.

To see full course listings or descriptions, visit [sjcengage.com](https://sjcengage.com)

COURSE TITLE	DATE	TIME
HR0027 HRLA: HIRING & INTERVIEW SKILLS	MAY 2	9:00AM - 12:00PM
HR0057 HRLA: SJC PERFORMANCE EVALUATION GUIDELINES	MAY 2	1:30PM - 4:30PM
HR0047 NEW EMPLOYEE ORIENTATION	MAY 6	8:30AM - 10:00AM
HR0130 DIVERSITY, RESPECT & INCLUSION	MAY 6	11:00AM - 12:30PM
HR0001 NEW EMPLOYEE BENEFITS	MAY 6	1:30PM - 3:30PM
HR0119 WORKPLACE VIOLENCE RECOGNITION & PREVENTION - MNG/SUP	MAY 7	8:30AM - 12:30PM
HR0117 WORKPLACE VIOLENCE RECOGNITION & PREVENTION - GENERAL STAFF	MAY 7	1:30PM - 4:30PM
HR0008 HRLA: COMMUNICATION & CONFLICT	MAY 9	9:00AM - 12:00PM
HR0029 HRLA: INTRO TO PROGRESSIVE DISCIPLINE	MAY 9	1:30PM - 4:30PM
HR0676 ACCIDENT INVESTIGATION	MAY 14	1:30PM - 4:30PM
HR0870 ANTHEM: EATING RIGHT FOR LIFE	MAY 15	9:00AM - 10:00AM
HR0047 NEW EMPLOYEE ORIENTATION	MAY 20	8:30AM - 10:00AM

COURSE TITLE	DATE	TIME
HR0130 DIVERSITY, RESPECT & INCLUSION	MAY 20	11:00AM - 12:30PM
HR0001 NEW EMPLOYEE BENEFITS	MAY 20	1:30PM - 3:30PM
HR0117 WORKPLACE VIOLENCE RECOGNITION & PREVENTION - GENERAL STAFF	MAY 21	8:30AM - 11:30AM
HR0822 ELECTIVE: WRITING PURPOSE DRIVEN DOCUMENTS	MAY 22	1:30PM - 4:30PM
HR0723 ELECTIVE: ANALYTICAL WRITING SKILLS	MAY 23	9:00AM - 12:00PM
HR0176 EXPERIENCED DRIVER	MAY 28	1:30PM - 4:30PM

