TEMP TRAINING PROGRAM
Clerical and Labor Positions

✓ Monday – Friday, 8:00 a.m. to 5:00 p.m.
✓ Starting pay $8.75
✓ 1000 hours in 12 months, 37 – 40 hours per week
✓ All State of WV jobs in Kanawha County.
  (Most of these jobs are along the bus line in Charleston and Kanawha City)
✓ Mainly Clerical Positions, Answering phones, filing, copying, faxing, etc.
  (General office skills helpful. Word, Excel, and PowerPoint a plus.)
✓ May require stooping, standing, walking, sitting, and lifting.

Improve your job seeking skills!

For more information...
Come to a Goodwill Open Enrollment in our NEW Prosperity Center
Every Wednesday from 1:00 p.m. to 3:00 p.m.
209 Virginia Street, West
Charleston, WV 25302
(At the corner of Ohio and Virginia)