Training Calendar

JUNE 2015

DEPARTMENT OF ADMINISTRATION
HUMAN RESOURCES DIVISION
TRAINING & DEVELOPMENT BRANCH
P.O. BOX 884 * HAGATNA, GUAM 96932
Contact: Patrick Artero TEL: 671-475-1271 * FAX: 671-477-3671
To Register for Training Email: patrickcalvoartero@gmail.com

Sun	*Mon*	*Tue*	*Wed*	*Thu*	*Fri*	*Sat*
	1	2 ANGER MANAGEMENT TRAINING 8am-5pm	3 SMOKING CESSATION 1st of 5 Sessions 9 am-12pm	4 WORK PLANNING & PERFORMANCE EVALUATION (For Supervisors) 9am—5 pm	5 EMPLOYEE ORIENTA-TION: HR ISSUES 8am-5pm	6
7	8 SEXUAL HARASSMENT AWARENESS & SENSITIVITY TRAINING 8am-12pm	9 STRESS MANAGEMENT TRAINING 8am-5pm	10 SMOKING CESSATION 1st of 5 Sessions 9 am-12pm	11 SafeTALK: Suicide Alertness To Register please emai: audrey.topasna@ mail.dmhsa.guam.gov 8am-1pm	12 CUSTOMER SERVICE TRAINING 8am-5pm	13
14	15	16	17	18	19	20
	EQUAL EMPLOYMENT OPPORTUNITY TRAINING: ONLY FOR DESIGNATED DEPARTMENT EEO COORDINATORS & COUNSELORS					
21	22	23	24	25	26	27
	SUPERVISORY TRAINING: HUMAN RESOURCES ISSUES MONDAY— THURSDAY : 8:00 A.M. - 5:00 P.M.					
28	29	30				

FY'15

3rd QUARTER