



Department of HR Personnel Management

May 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9 *PD 101 Business Ethics in the Workplace 10:00 – 11:30 am	10	11
12 Mother's Day	13 New Employee Orientation 8:00 a.m. -12:00 pm	14	15 *PD 101 Professionalism in the Workplace 10:00 – 11:30 am	16 *PD 101 Teambuilding in the Workplace 10:00 – 12:00 noon	17	18
19	20	21 EEO Sexual Harassment (Two Sessions) 9:00 am – 10:00 am 11:00 am – 12 noon	22 *Leaders 101 Leadership vs. Management 10:00 –12:00 noon	23	24	25
26	27 Memorial Day	28 New Employee Orientation 8:00 a.m. -12:00 pm	29	30 *Leaders 101 Conflict Resolution Management 10:00 –12:00 noon	31	Key Note: * Leaders 101 means Managers and Super- visors only register for those listed training classes.

To register for these training workshops, please contact **Brenda Stewart, HR Training Coordinator** @ 601-960-2315
Email: bstewart@jacksonms.gov or Fax: 601-960-1187