



## Department of HR Personnel Management

June 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	<b>10</b> New Employee Orientation 8:00 a.m. - 12:00 pm	11	<b>12*</b> PD 101 Professionalism in the Workplace 10:00 – 11:30 am	<b>13*</b> PD 101 Business Ethics in the Workplace 10:00 – 11:30 am	14	15
16 Father's Day	17	<b>18</b> EEO Sexual Harassment (Two Sessions) 9:00 am – 10:00 am 11:00 am – 12 noon	<b>19*</b> Leaders 101 Conflict Resolution Management 10:00 – 12:00 noon	20	21	22
23	<b>24</b> New Employee Orientation 8:00 a.m. - 12:00 pm	<b>25*</b> PD 101 Teambuilding in the Workplace 10:00 – 12:00 noon	26	<b>27*</b> Leaders 101 Leadership vs. Management 10:00 – 12:00 noon	28	29
30						<b>Key Note:</b> * <b>Leaders 101</b> means Managers and Supervisors <b>only</b> 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](mailto:bstewart@jacksonms.gov) or Fax: 601-960-1187