




## Department of Personnel Management

November 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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3	4*PD 101 Business Ethics in the Workplace 10:00 – 11:30 am	5	6	7	8  Chiropractic Fun Day!!!! 1:00 pm - 3:00pm Metro Center Room	9
10	11 New Employee Orientation 8:00 a.m. -12:00 pm Veterans Day	12 EEO Sexual Harassment (Two Sessions) 9:00 am – 10:00am 11:00 am – 12 noon	13	14*Leaders 101 Conflict Resolution Management 2:00 – 4:00 pm	15	16
17	18 *PD 101 Professionalism/CSR in the Workplace 2:00 – 3:30 pm	19	20	21	22	23
24	25 New Employee Orientation 8:00 a.m. -12:00 pm *PD Teambuilding in the Workplace 2:00 – 4:00pm	26*Leaders 101 Leadership vs. Management 10:00 – 12:00 noon	27	28  Thanksgiving Holiday Office Closed	29  Thanksgiving Holiday Office Closed	30 Key Note: * Leaders 101 means Managers and Supervisors <u>only</u> register for those listed training classes.

To register for these training workshops, please contact Brenda Stewart, HR Training Coordinator @ 601-960-2315

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