EMPLOYMENT TRAINING RESOURCES

**Adult Education Programs**

Adult education programs provide a wide variety of job preparation and employment training classes, literacy, and ESL for any immigrant. Employment training classes may require a fee.

**Campbell Adult and Community Education**


1224 Del Mar Ave. San Jose, CA 95128
(408) 626-3402  cace@cuhsd.org

**East Side Adult Education**


625 Educational Park Drive, San Jose, CA 95133
Phone: 408-928-9300

**Gilroy Adult Education**

[http://www.gusd.k12.ca.us/AdultEducation](http://www.gusd.k12.ca.us/AdultEducation)

7881 Murray Ave, Gilroy, CA 95020
Phone: 408-848-7149

**Los Gatos-Saratoga Community Education**

123 E. Main St., Los Gatos, CA 95032
Tel: (408) 354-8700
[http://californiaadultschools.org/cas/school-info?task=display&id=102](http://californiaadultschools.org/cas/school-info?task=display&id=102)

**Metropolitan Adult Education**

[www.metroed.net](http://www.metroed.net)

760 Hillsdale Avenue, Room 1, San Jose, CA 95136
Phone: (408) 723-6450
Language(s): Vietnamese and Spanish
Services: ESL, citizenship classes, G.E.D., high school diploma.

**Milpitas Adult Education Programs**

[https://adulted.musd.org/](https://adulted.musd.org/)

1331 East Calaveras Blvd, Bldg. 400
Milpitas, CA 95035
Phone: (408) 945-2392
Languages: Spanish & Vietnamese

**Morgan Hill Community Adult School**
In addition to ESL classes, ACE supports students in gaining the academic knowledge and skills needed to complete a secondary diploma, achieving their Adult High School Diploma or GED. Acquire college readiness or prepare for vocational training. Multi-language: Spanish, Vietnamese

591 West Fremont Ave, Sunnyvale, CA 94087
Phone: 408-522-2700

OTHER CENTERS, RESOURCES AND ORGANIZATIONS:

Building Skills Partnership (BSP)

http://www.buildingskills.org/

BSP offers classes in computer, financial literacy, citizenship, ESL, literacy, parenting, community engagement, college access. SEIU-USWW union members are given priority, but will accept others if there is room. Multi-language: Spanish

CalWORKs - California Work Opportunity and Responsibility of Kids Act
Employment Connection - Santa Clara County Social Services Agency, Employment and Benefit Services.

**South Valley Employment Connection**
190 Leavesly Ave.
Gilroy, CA 95020
Tel: (408) 846-3914

**Las Plumas Employment Connection**
1650A Las Plumas Ave
San Jose, CA 95131
Tel: (409) 928-6551

**Senter Road Employment Connection**
1888 Senter Rd.
San Jose, CA 95112
Tel: (408) 278-6551

**North Valley Employment Connection**
505 W Olive, #777
Sunnyvale, CA 94086
Tel: (408) 522-1000
Language(s): Different for each location.

**Career Action Center(s)**
San Jose, Sunnyvale, Cupertino, Palo Alto
(831) 372-1731
estelle@careeractioncenter.com
Services: Career vocational counseling, workshops and job listings. Daily use $15.

**Catholic Charities – Employment Center**
http://www.catholiccharitiesscc.org/employment-center
Tel: (408) 468-0100
ESL, computer Classes, vocational training, and employment placement and retention services for newcomers. Employment preparation services, job development services & post-employment support.
2625 Zanker Road, San Jose, CA 95134-2107
Language(s): English, Spanish, Vietnamese, Punjabi, Urdu, Russian

**Center for Employment Training (CET)**
http://cetweb.org/for-students/
701 Vine Street, San Jose, CA 95110
Tel: (408) 408-534-5360
Language(s): Spanish
Services: ESL/VESL, citizenship, GED Culinary Arts, Automotive Specialist, Business Office Administration, Early Childhood Teacher Assistant, Electrician, Green Building Construction Skills, HVAC Technician & Green Technology, Medical Assistant, Medical Office Administration.

Center for Training and Careers Inc. (CTC)

http://conxion.org/Education/
1600 Las Plumas Avenue, San Jose, CA 95133
Tel: (408) 251-3165
Services: ESL, GED, computers training, energy management training.

Central County Occupational Center Education Center

http://www.esuhsd.org/Students--Parents/Resources/Parent-Resources/Central-County-Occupational-Center/
760 Hillsdale Ave., San Jose, CA 95136
Tel: (408) 723-6400
Services: entry-level job skill or upgrade training in accounting/bookkeeping, medical assistant, business and office skills, electronics, construction, automotive, welding, machining, heating and air-conditioning, and computer repair and maintenance. Nominal fee for adults, free for youth.

Contractors State License Schools

http://www.contractorslicensingschools.com/
3410 Stevens Creek Blvd #105, San Jose, CA 95117
Tel: (408) 247-1242
Language(s): Spanish
Services: Contractors preparatory courses, home inspection course, estimating and blueprint reading.

Council on Aging Silicon Valley

http://www.mysourcewise.com/senior-employment-services
2115 The Alameda, San Jose, CA 95126
Tel: (408) 296-8290
Languages: Arabic, Assyrian, Cantonese, Chinese, Farsi, Ilocano, Indonesian, Japanese, Mandarin, Polish, Russian/Ukranian, Spanish, Tagalog, Turkish, Vietnamese.
Services: Programs includes basic skills, on-the-job training, and employment services for seniors age 55 and older. Information & Awareness, Health Insurance Counseling & Advocacy Program, Meals On Wheels and Senior Farmers' Market Nutrition Program

Day Worker Center of Mt. View

http://www.dayworkercentermv.org/
113 Escuela Ave., Mountain View, CA 94040
Phone: 650-903-4102  info@dayworkercentermv.org
Connects workers and employers in a safe and supportive environment. Empowers workers to improve their socio-economic condition through fair employment, ESL, and education. Multi-language: Spanish

Hope Rehabilitation Services
http://www.hopeservices.org/
30 Las Colinas Lane
San Jose, CA 95119-1212
(408) 284-2850
Other Offices: in Santa Clara, Gilroy, and Mt. View
Language(s): Spanish and Vietnamese
Services: Job counseling and job placement for persons with mental and developmental disabilities.

Jewish Family Services of Silicon Valley
www.jfssv.org
14855 Oka Road, Suite 202, Los Gatos, CA 95032
Tel: (408) 556.0600    Fax: (408) 551-0091.
Language(s): Russian, Bosnian, Farsi, Assyrian, Hebrew, German, French, Portuguese.
Services: ESL, citizenship classes, vocational ESL, career counseling and employment

Job Corps
http://sanjose.jobcorps.gov/home.aspx
San Jose Job Corps Center
3485 East Hills Drive
San Jose, CA 95127-2970
Phone: (408) 254-5627
Services: Job training for low-income at-risk youth, ages 16-24, in the following areas: High school diploma/HSE, driver education, automotive, computer technology, landscaping, construction, office skills, heating/air conditioning, electronics, licensed practical nurse, medical secretary, and food services. ESL classes provided.

Learning and Loving Education Center
http://www.learningandloving.org/
16890 Church Street, #16
Morgan Hill, CA 95037
Phone (408) 776-1196
Literacy center with ESL, Literacy, Basic Education, computer classes and other workshops to empower and teach immigrant women and their children. Serving the Morgan Hill, San Martin, and Gilroy.
Multi-language: Spanish Key Words: Advocacy, Childcare, Preschool, Parenting, Vocational Training, Spanish GED, High School Equivalency.

MACSA: Mexican American Community Services Agency
600 Sinclair Dr.
San Jose, California 95116
Phone (408) 326-0200
Language(s): Spanish
Services: Pre-employment program (2 weeks) for youth ages 16-21 includes basic skills remediation and pre-employment/work maturity. Entry employment experience. Limited internship. Job shadow/mentoring. Provides workshops in job preparation and placement for on-the-job training.

Opportunity Fund
http://www.opportunityfund.org/
111 W. St. John Street, Suite 800
San Jose CA 95113
408) 297-0204
Financial literacy. Matching grants to save for college, vocational school, or emergencies. Also resources to help with credit, budgeting, loans, and more. Serving Santa Clara and San Mateo Counties.

**Sacred Heart Community Service – Job Links**

[https://sacredheartcs.org/service/employment/](https://sacredheartcs.org/service/employment/)

1381 South First Street
San Jose, CA 95110
Tel: (408) 278-2160
Language(s): Spanish
Services: Job search, job preparation (resume writing) and referrals for clients who seek it including the homeless and those with limited English skills. Client and employer matching workshops.

**San Jose Conservation Corps & Charter School**


2650 Senter Rd. San Jose, CA 95111
1560 Berger Drive, San Jose, CA 95112
Phone: (408) 283-7171
Language(s): Spanish and Vietnamese.
Services: Offers vocational skills training and work experience for ages 18-23. Job preparation, ESL classes and GED preparation. Services: industrial skills training includes driver training, forklift and chain saw operation, training in minor construction including fence building, trail building, landscaping, computer skills and all aspects of recycling.

**TeenForce**

[http://teenforce.org/contact/](http://teenforce.org/contact/)

760 Hillsdale Ave #13
San Jose, CA 95136
South County branch
17666 Crest Avenue
Morgan Hill, CA 95037

Phone for all locations: (408) 827-3078

Services: Youth employment services throughout Santa Clara County. Placement of young adults in full time, part time, temporary, and intern positions.

**Vietnamese Voluntary Foundation (VIVO)**

[http://vivousa.org/](http://vivousa.org/)

2296 Quimby Rd. San Jose, CA 95122
info@vivousa.org
Tel: (408) 532-7755
Language(s): Vietnamese and Mandarin
Services: ESL, senior ESL and financial literacy.

**Community Colleges**

**DeAnza College Occupational Training Institute**

[https://www.deanza.edu/oti/](https://www.deanza.edu/oti/)
21250 Stevens Creek Blvd.
Cupertino, CA 95014
Tel: (408) 864-8869

Evergreen Valley College
http://www.wi-sjeccd.org/
Workforce Institute
600 South Bascom Avenue, Suite T-101
San Jose, CA 95128
(408) 918-5100
Yerba Buena Road, San Jose, CA 95135
http://www.evc.edu/

Foothill College Career Center
https://fothill.edu/career/
12345 El Monte Road
Student Services Building
Third Floor, Room 8329
Los Altos Hills, CA 94022
Counseling Appointments - http://fhcounseling.fothill.edu/esars/counseling/eSARS.asp
Contact: (650) 949-7465

Gavilan College Career & Transfer Center
http://www.gavilan.edu/student/ctc/index.php
Jacquelyn L. Richburg, Career/Transfer Specialist
(408) 852-2897
jrichburg@gavilan.edu
5055 Santa Teresa Blvd., Gilroy, CA 95020

Mission College Career Center
http://missioncollege.edu/student_services/career/index.html
3000 Mission College Blvd.
Santa Clara, CA 95054
Tel: (408) 855-5115
Susan Monahan
Career/Transfer Advisor
susan.monahan@wvm.edu

San Jose City College
Workforce Institute
http://www.wi-sjeccd.org/
600 South Bascom Avenue, Suite T-101
San Jose, CA 95128
(408) 918-5100
2100 Moorpark Avenue, San Jose, CA 95128

**West Valley College** Career Programs Center

[http://westvalley.edu/careers/index.html](http://westvalley.edu/careers/index.html)
Cilker School of Art and Design
(408) 741-2098
cathy.aimonetti@westvalley.edu
14000 Fruitvale Ave., Saratoga, CA 95070