

| January to April 2020 Calendar   |                             |                   |                  |       |
|--|-----------------------------|-------------------|------------------|-------|
| Course Name  | Date                        | Time              | Location         | SPTTP |
| <a href="#">Career Planning</a>  | Tuesday, January 14, 2020   | 9:00am to 11:00am | GRU Admin MPR    | Y     |
| <a href="#">Labor Agreements/ Leave Management</a>                       | Wednesday, January 15, 2020 | 1:00pm to 5:00pm  | HR Training Room | Y     |
| <a href="#">Learn and Apply GRU Purchasing Policies</a>                  | Thursday, January 30, 2020  | 2:00pm to 4:00pm  | GRU Admin MPR    | Y     |
| <a href="#">Interpersonal Communication</a>                              | Thursday, February 13, 2020 | 9:00am to 12:00pm | GRU Admin MPR    | Y     |
| <a href="#">FLSA</a>   | Thursday, March 12, 2020    | 1:00pm to 4:00pm  | HR Training Room | Y     |
| <a href="#">Understanding Supervisor's Role in the Skilled Craft PTP</a> | Thursday, April 9, 2020     | 1:00pm to 5:00pm  | HR Training Room | Y     |
| <a href="#">Understanding and Managing Change</a>                        | Tuesday, April 21, 2020     | 8:30am to 10:30am | HR Training Room | Y     |
| <a href="#">Managing/Planning Projects and Work</a>                      | Thursday, April 30, 2020    | 1:00pm to 5:00pm  | GRU Admin MPR    | Y     |