FM Occupational Training Sessions

New Employee Orientation
Monday, March 4th & 18th
1:00-3:00pm

CFO Welcome
Tuesday, March 5th & 19th
11:30am-12:00pm

Resume Writing & Interview Skills

Outlook - Beginner
Wednesday, March 8th
8:00-10:30am

Mentor Roundtable
Wednesday, March 20th
11:00am-12:00pm

ESL Coaching
Requests to participate in Fall 2019 sessions now being accepted

Tableau
Supervisor Resources
Supervisors Only
Wednesday, March 27th
11:00am-12:00pm

For additional details on any Occupational Training session, please visit www.fm.virginia.edu/employees/occupationaltraining

To request to attend any Occupational Training sessions, please email FM-Training@virginia.edu
University Opportunities

FM-OHS provides a wide range of health and safety training options to help sustain a healthful and safe working and learning environment. These training courses are offered not only to meet numerous regulations, but also toward an effort to encourage health and safety throughout the entire university community.

To Register for Training, your supervisor must email FM-OHS@virginia.edu

Be sure to include the following:
- Class(es) requested
- Employee first & last name
- Computing ID (ex: mst3k)
- Preferred date, if desired
- What are your typical working hours?

For additional training details, class offerings, or to request a training class that is not currently offered, please go to: https://www.fm.virginia.edu/depts/ohs/training.html or email FM-OHS@virginia.edu

☐ Aerial Lift
  - 3/21 - 7:30am – 12:30pm

☐ Asbestos Awareness
  - 3/5 & 3/6 - 9:30-11:30am

☐ Bloodborne Pathogens
  - 3/7 – 7:30-9:00am
  - 3/13, 3/20, & 3/27 – 1:00 – 2:30pm

☐ Confined Space Entry
  - 3/12 @ 7:30am – 12pm

☐ Electrical Safety
  - 3/20 @ 7:30am – 12:30pm

☐ Fall Protection
  - 3/14 @ 7:30 – 12pm

☐ First Aid/CPR/AED
  - 3/13, 3/20, & 3/27 - 7:30am-12:30pm

☐ Forklift (New Operator & Recertification)
  - 3/14 - TBD

☐ Lockout/Tagout
  - 3/12 – 10:00am-12:00pm

UVA Human Resources WORKDAY

Performance Management Tutorial
This tutorial provides an overview of the Performance Management Cycle and Performance applications.

To access the tutorial, visit https://apps.hr.virginia.edu/workday/WE7/#

UVA Human Resources Talent Development

Bridging the Generation Gap
The goal of this course is to build a better understanding of the multiple generations in the workplace. Participants will learn to strengthen and enhance their team’s ability to improve communication by discussing the stereotypes and characteristics for each generation currently in the workforce. Participants will also discover new ways to leverage generational assets and drive organizational results.

As a University employee, your education and growth is a top priority.

All requests to participate in training during work hours should be discussed with your manager/supervisor.

fm.virginia.edu/employees/occupationaltraining FM-Training@virginia.edu