Maintenance & Repair

Hang Picture on Wall Install Weatherstripping Install Curtain Rod Hang Curtains Install Wall or Closet Shelf Install Garage Door Opener Repair Brick Work **Repair Stone Work** Repair Concrete Install Concrete Repair Door **Repair Sliding Screen** Repair Broken Window Repair Drywall **Repair Plaster** Repair Wood Repair Garage Door Repair Gutter or Downspout Clean Gutter **Repair Exterior Siding** Repair Exterior Deck Repair Gate **Repair Fence** Install Dog or Cat Door Remove Wasp or Hornet Nest **Repair Furniture** Repair Wallpaper Hang Wallpaper Paint Interior Paint Exterior Caulk Sink Caulk Tub or Shower Caulk Window or Door **Repair Grout** Repair Ceramic Tile Repair Carpet Install Handicap Grab Bar Install Towel Bar **Repair Towel Bar** Repair Garbage Disposal **Repair Toilet Repair Faucet**

Repair Water Heater Repair Shower Head Repair Dishwasher Repair Sump Pump Repair Frozen Pipe Repair Broken Pipe Repair Clogged Drain Repair Leaking Drain Pipe Install Garbage Disposal Install Sink Install Toilet Install Toilet Seat Install Faucet Install Shower head Install Dishwasher Replace Light Bulb **Replace Fuse in Electrical Panel** Replace Circuit Breaker in Electrical Panel **Replace Light Fixture** Repair Outlet or Switch Repair Door Bell **Repair Light Fixture** Install Dimmer Switch Install Ceiling Fan Install Security Light Replace Furnace Filter Install Thermostat Install Window Air Conditioner Teach Use of Thermostat Repair Broken Pipe **Repair Sprinkler Head** Teach Use of Sprinkler Control System Yard Work Mow Lawn

Rake Leaves Trim Bushes Trim Hedge Trim Trees Repair Fence Clean Garage Remove Trash Pull Weeds Wash 1st Floor Outside Windows Plant Up To 20 Small Plants (owner provided) Moving Rocks Window cleaning Demolishing deck Build a gate House cleaning Edging a sidewalk Cleaning gutters Cleaning gutters

Information Technology

Set-up Anti-virus and Anti-spyware Install computer software Install computer hardware Internet Set-up and Home Networking Wireless Networking Clean and fix virus-infected computer Set-up email accounts Set-up printer Computer Tutor; Email, web and education Computer Tutor; resume and job search **Diagnose Computer** Clean and remove Anti-Spyware Data Back-up Database Programs (access) Web site design Web site maintenance **Computer Networking** Microsoft® Access Microsoft® Excel Microsoft® PowerPoint Microsoft® Word

Medical/Health Care

LPN Registered Nurse Physician Assistant Nurse Practitioner Doctor Medical Case Manager Nutritionist EMT Paramedic Dentist First aid (basic) First aid (advanced) Psychologist Nutritionist Social Worker

Administration

Admin Support Basic Computer Skills Management Process Improvement Project Management

Video, Lighting & Sound

Videography Video Editing Sound System Operation Production Lighting

Art & Theater

Art - Drawing Art - Painting Set Design Costume Design

Other

- Accounting Administration Advertising Appliance Repair Architecture Bookkeeping Bus Driver - CDL with bus Cleaning Crew (Monthly) Copywriting Donor Database Management **Events Management** Grant Writing Graphic Design Marketing/Public Relations **Personal Solicitations** Journalism Nonprofit Management **Public Administration**
- Social Work

Carpenter Electrician HVAC **Janitorial Services** Landscaping Mechanic Counseling - Accredited Counseling - Gifted **Event Planner Financial Planning Food Preparation** Fundraising Support Gardener Grant Writer Graphic Design Hiring Human Resources Interior Design Interviewing Management Marketing Mentoring Presentations Real Estate Reception **Record Keeping** Sewing Training Typing Verbal Communication Workforce Skills Coach Written Communication Education

Academics Support Teacher Reading Mentor Math Mentor Director for Licensed Child Care Ctr Group Leader for Licensed Child Care Ctr Certified Fitness Instructor Program Support After-School Program Art Education Curriculum Development Curriculum Evaluation Life Skills Training Reading Aloud Teaching English to Adults Teaching English to Children

Adult/Secondary Education Early Childhood Education

Language

English Language Spanish Language Arabic Language Bengali Language Cambodian Language Cantonese Language French Language German Language Hindi Language Italian Language Japanese Language Korean Language Mandarin Chinese Language Polish Language Portuguese Language Punjabi Language Russian Language Sign Language Somali Language Vietnamese Language Yiddish Language Other Language