



## Waterbury American Job Center Offers November Employment and Training Workshops

WETHERSFIELD, October 28, 2015 – The Connecticut Department of Labor and the Northwest Regional Workforce Investment Board are offering a variety of training and employment workshops in November to assist area residents. Events are held at the Waterbury *American Job Center*, 249 Thomaston Avenue. Please contact the Waterbury *American Job Center* at (203) 437-3380 to register. Advance registration is encouraged due to space limitations. The following workshops are now being offered:

**Simentor On-Line tutorial:** In this first come/first served workshop, attendees will have the opportunity to view self-paced tutorials on résumé writing, interviewing /job seeking skills, job retention and job seeking skills for ex-offenders.

**November 2, 5, 9, 12, 16, 19, 23, 30 (1 – 2:30 p.m.)**

**CAMI (Connecticut Advanced Manufacturing Initiative) Orientation** –This session is a one-hour review of Naugatuck Valley Community College Advanced Manufacturing Facility and Program.

**November 3 (2 – 3 p.m.)**

**Access: Orientation for Persons with Disabilities (& Friends and Relatives):** An informational workshop for *American Job Center* customers with disabilities. Learn how to access various programs that offer services / supports needed to obtain and maintain employment. Emphasis on abilities, not *disabilities*.

**November 4 (1:30 – 3 p.m.)**

**Northwest Connecticut Construction Careers:** This information session is aimed at individuals seeking employment in construction-related fields. It will provide a review of pre-employment and job training requirements. Call (203) 510-7877 to register.

**November 5 (10:30 a.m. – 12 p.m.)**

**November 19 (10:30 a.m. – 12 p.m.)**

**H1B Technical Skills Training Orientation:** Review the eligibility requirements and opportunities for mid-level skills training in Information Technology, Health Care, and Advanced Manufacturing. This session may be of particular interest to long-term unemployed jobseekers with some college credits.

**November 5 (2 – 3 p.m.)**

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**Résumé Basics:** Learn about important résumé sections, including formatting and the pros and cons of different styles.

**November 5 (9 a.m. – 11 a.m.)**

**November 24 (9 a.m. – 11 a.m.)**

**Health and Life Science Career Orientation:** Explore potential training opportunities in the Health and Life Sciences fields offered through the Community College system.

**November 5 (1:30 – 3 p.m.)**

**November 19 (1:30 – 3 p.m.)**

**Résumé Critiques:** This first come/first served, 15-minute session will provide participants with the opportunity to have their résumé critiqued by Certified Professional Résumé Writers. A typed working résumé is required.

**November 6, 13, 20 (9 – 10 a.m.)**

**Job Search Strategies:** Participants will develop a successful plan; tools and information to conduct an effective job search.

**November 9 (9 a.m. – 12 p.m.)**

**Cover Letters:** Participants will learn how to write effective cover letters for their résumés which can often be instrumental for a successful job search.

**November 17 (9 – 11 a.m.)**

**Ticket to Work – Orientation for Persons receiving SSI or SSDI benefits (NRWIB):** Information for SSI/SSDI beneficiaries, their friends and families, about advantages of participating in the Social Security Ticket to Work Program. The job center is an approved Ticket Employment Network. No obligation.

**November 18 (1:30 – 3 p.m.)**

**Interviewing Techniques:** Geared toward helping participants increase their understanding of the interview process and how to best address challenging questions.

**November 20 (9 a.m. – 12 p.m.)**

**Advanced Résumé:** Enhance the content of your current résumé by refining your summary/profile, keywords, accomplishments and achievements.

**November 23 (9 – 11 a.m.)**

**Northwest Region Veterans Employment Services:** Eligible veterans can receive veteran-specific re-employment services. Contact Yuriy Matviyenka at 203-437-3295 ([yuriy.matviyenka@ct.gov](mailto:yuriy.matviyenka@ct.gov)), Heather Suddaby at (203) 437-3297 ([heather.suddaby@ct.gov](mailto:heather.suddaby@ct.gov)) or Ron Agard at (203) 437- 3294 ([ron.agard@ct.gov](mailto:ron.agard@ct.gov)).

**Free Basic Computer Courses** – Please contact the United Labor Agency at (203) 755–8745.

**Free Financial Aid Review** – Offered by Community College CT Talent Assistance Cooperative Educational Opportunity Center (CONNTAC). Please contact Arlette Taylor at (203) 574–1140.

**Free GED classes (NRWIB)** – Please contact the Northwest Regional Workforce Investment Board at (203) 574–6971.

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