



Hamden American Job Center Offers January Employment & Training Workshops

WETHERSFIELD, December 18, 2015 – Connecticut Department of Labor employees in the Hamden *American Job Center*, located at 37 Marne Street, will offer a variety of training and employment workshops in January to assist area residents. Advanced registration is encouraged due to space limitations. Please call (203) 859-3200 to register for these no-cost workshops.

Fundamentals of Résumé Writing – January 6 and 20 (9 a.m. – 12 p.m.): This workshop provides you with the valuable information you need to create a professional résumé.

Veterans’ Workshop – January 6, 13, 20 and 27 (1 – 3 p.m.): Veterans are encouraged to participate in this workshop, which covers the basics of developing an effective résumé. Topics covered include translating military skills and accomplishments into civilian terminology, understanding federal résumé formatting, and common résumé mistakes to avoid. Ample time will be allowed for participants to ask questions of members of the Connecticut Department of Labor’s Office for Veterans’ Workforce Development.

Interviewing Strategies & Techniques – January 7 and 21 (9 a.m. –12 p.m.): Learn interview preparation and techniques and discover the best way to respond to questions from an interviewer, how to negotiate a “win-win” package, and learn what to say and when and how to say it.

Successful Job Search Strategies – January 14 (9 a.m. – 12 p.m.): Attendees will learn useful job search strategies and gain pointers on telephone skills, networking, the hidden job market and interviewing.

Over 40 and Looking for Work – January 22 (8:30 a.m. – 12:30 p.m.): Participants will discuss the challenges and employer expectations for older workers and develop strategies to successfully mitigate possible stereotyping that may occur during the hiring process.

Networking Club – January 28 (1 – 3 p.m.): Members of this group will learn how to use networking as part of their job search and other important career tips to apply to their job search.

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