



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

WETHERSFIELD, March 20, 2015 – The Connecticut Department of Labor and the Northwest Regional Workforce Investment Board (NRWIB) are offering a variety of training and employment workshops in April to assist Waterbury-area residents. Events are held at the *Waterbury American Job Center, 249 Thomaston Avenue*. Please contact the office at (203) 437-3380 to register. Advance registration is encouraged due to space limitations. The following workshops are now being offered:

**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.

**April 2 (10:30 a.m. – 12 p.m.)**

**April 16 (10:30 a.m. – 12 p.m.)**

**LinkedIn:** Attendees will create a profile on a professional networking website. Learn the advantages of a digital presence in today's job market. Participants must have a valid email address.

**April 14 (1 – 3 p.m.)**

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

**April 2 (9 a.m. – 12 p.m.)**

**Free Basic Computer Courses** – 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) – contact Arlette Taylor at (203) 574–1140.

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

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

**March 27 (9 a.m. – 12 p.m.)**

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**On-Line Applications #1:** Avoid getting screened out by knowing what employers expect in an online application.

**April 21 (1 – 3 p.m.)**

**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.

**April 6 (1 – 2:30 p.m.)**

**April 9 (1 – 2:30 p.m.)**

**April 13 (1 – 2:30 p.m.)**

**April 16 (1 – 2:30 p.m.)**

**April 20 (1 – 2:30 p.m.)**

**April 23 (1 – 2:30 p.m.)**

**April 27 (1 – 2:30 p.m.)**

**April 30 (1 – 2:30 p.m.)**

**Over 40 & Looking for Work:** 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.

**April 17 (9 a.m. – 12 p.m.)**

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

**April 7 (9 a.m. – 12 p.m.)**

**April 30 (9 a.m. – 12 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.

**April 10 (9 – 10 a.m.)**

**April 17 (9 – 10 a.m.)**

**April 24 (9 – 10 a.m.)**

**Myers-Briggs Type Indicator (MBTI) assessment:** MBTI, as it is often referred to, is an assessment tool that links personality type to career choices. This workshop is designed for those changing careers or anyone wishing to learn about personality styles and how they impact career choices.

**April 22 (9 a.m. – 1 p.m.)**

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

**April 9 (9 a.m. – 12 p.m.)**

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

**April 10 (9 a.m. – 12 p.m.)**

**Pardon Process:** This workshop presented by Statewide Legal Services, is geared toward individuals with criminal records who are interested in the pardon process.

**April 17 (9:30 a.m. – 12 p.m.)**

**Networking Group:** Learn firsthand the benefits of networking within a local group of jobseekers and beyond. The goal is to expand your job search to new levels – consistent with today’s job market.

**April 2 (1 – 4 p.m.)**

**April 16 (1 – 4 p.m.)**

**April 30 (1 – 4 p.m.)**

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

**April 2 (1:30 – 3 p.m.)**

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

**April 7 (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*.

**April 8 (1:30 – 3 p.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.

**April 22 (1:30 – 3 p.m.)**

**Pre-Manufacturing Information session:** This workshop is for those seeking employment in manufacturing and related trades. Session will provide a review of this pre-employment preparation - job training program for potential participants.

**April 15 (10 – 12 p.m.)**

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