Hamden American Job Center Offers December Employment & Training Workshops

WETHERSFIELD, November 25, 2016 – Connecticut Department of Labor employees in the agency’s Hamden American Job Center, 37 Marne Street, will offer a variety of training and employment workshops in December 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 – Dec. 2 and 16 (9 a.m. – 12 p.m.) and Dec. 12 (1– 4 p.m.): Provides valuable information needed to create a professional résumé.

Networking Group – December 5 (10 – 12 p.m.): Learn how to use networking as part of your job search, and other career tips to apply to the job search.

Interviewing Strategies & Techniques – Dec. 5 (1– 4 p.m.) and Dec. 16 (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.

Veterans’ Workshop – December 7, 14, 21, 23 and 28 (1 – 3 p.m.): Covers the basics of developing an effective résumé with topics including translating military skills and accomplishments into civilian terminology, understanding federal résumé formatting, and common résumé mistakes to avoid. There is ample time for participants to ask questions of members of the Connecticut Department of Labor’s Office for Veterans’ Workforce Development.

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

LinkedIn – December 9 (1-4 p.m.): Workshop uses a lecture/PowerPoint format to help participants learn the importance of utilizing LinkedIn and developing an effective profile page to aid in their job search.

Over 40 and Looking for Work – December 12 (9 a.m. – 12 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.

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