



Danbury *American Job Center* Offers November Employment and Training Workshops

WETHERSFIELD, October 23, 2018 – The Connecticut Department of Labor and the Northwest Regional Workforce Investment Board are offering a variety of training and employment workshops to assist area residents in November. Events are held at the *Danbury American Job Center*, 185 Main Street. Please call the phone numbers listed to register. Advance registration is encouraged due to space limitations. The following workshops are now being offered.

Bureau of Rehabilitation Services (BRS): Meet with BRS staff at the *American Job Center* or call to set up an appointment to discuss job search-related issues and support services for jobseekers that may require and qualify for the special services this agency provides. (203) 207-8990.

November 1 (9 a.m. – 12 p.m.) and November 15 (1 – 4 p.m.)

Workforce Innovation and Opportunity Act (WIOA) Information Sessions: Participants will review the process/eligibility requirements to obtain information on funding for training through this federal employment initiative. Qualify as a “Dislocated Worker” or as an “Adult Worker” by calling (203) 730-0451 for information.

Adult Workers: November 5 and 26 (10 a.m. – 12 p.m.)

Dislocated Workers: November 19 (10 a.m. – 12 p.m.)

Fundamentals of Résumé Writing: Learn how to write a focused résumé needed to secure job interviews and employment offers. Topics include thinking like an employer, strategies for developing essential parts of the résumé, keywords, relevant vs. irrelevant information, formatting and cover letters. Call (203) 437-3380 to register.

November 9 (9:30 a.m. – 12 p.m.)

Successful Job Search Strategies: Learn job search strategies to help successfully secure your next position. Topics include employer research, importance of preparation and organization in the job search, networking and using social media to establish a digital presence. Call (203) 437-3380 to register.

November 16 (9:30 a.m. – 12 p.m.)

(more)

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Danbury Adult Education: Meet with a representative from Danbury Adult Education to discuss the supportive services they provide for those interested in employment readiness or workforce development.

November 21 – Please call 203-797-4731 for an appointment

Interviewing Strategies and Techniques: Learn how to strategically prepare for critical job interview questions. Topics include company research, developing a candidate message, questions to ask the employer, closing the interview and following up. Call (203) 437-3380 to register.

November 30 (9:30 a.m. – 12 p.m.)

Veterans' Representative appointments: Eligible veterans can receive veteran-specific re-employment services. A Connecticut Department of Labor Veterans' Representative can be reached at (203) 437-3380 or visit the Waterbury *American Job Center*.

In November, appointments can be made on Wednesdays or Thursdays.

Disability Resource Coordinator: Meet with a staff person to learn how to access the various programs that offer services and supports needed to obtain and maintain employment. The emphasis is on abilities, not *disabilities*. Contact Gary Madison at gary.madison@nrwib.org or (203) 574-6971 x442.

ITXpress Program: Learn about training, credentials and employment opportunities through the TechHire ITXpress Program. Eligible participants can qualify to receive training that will assist them in securing a job in the Information Technology field (software developer, computer programmer, or IT security). Contact Angelo Santa Maria at angelo.santamaria@nrwib.org or (203) 574-6971 x465.

OSHA-10 Certification Class: Participants will attend a two-day, 10-hour class to acquire their OSHA-10 Occupational Safety and Health training certificate. Classes are held at 77 Bishop Street, Waterbury at the OIC Center. Call (203) 574-6971 for Larry Devito (x461) or Joe Diorio (x434) for information.

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