



Hamden American Job Center Offers January Employment and Training Workshops

WETHERSFIELD, December 21, 2018 – 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 to assist area residents in January. Advance registration is encouraged due to space limitations. Please call (203) 859-3200 to register for these no-cost workshops.

Veterans’ Workshop: Veterans are encouraged to participate in this workshop that covers the basics of developing an effective résumé. Topics include 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 Hamden *American Job Center* staff who themselves served in the military.

January 9 and 23 (1 – 3 p.m.)

Fundamentals of Résumé Writing: Obtain valuable information for creating a professional résumé.

January 10 (9 a.m. – 12 p.m.)

Over 40 and 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.

January 18 (9 a.m. – 12 p.m.)

Interviewing Strategies & Techniques: 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.

January 24 (9 a.m. – 12 p.m.)

Successful Job Search Strategies: Attendees will learn useful job search strategies and gain pointers on telephone skills, networking, the hidden job market and interviewing.

January 31 (9 a.m. – 12 p.m.)

(more)

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MEDIA RELEASE

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Commissioner Kurt Westby

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Résumé Critiques: Résumés are reviewed in half hour intervals Mondays and Fridays by appointment. Please bring a hard copy of your résumé. Receive objective and unbiased feedback to assist you in addressing problematic issues along with identifying areas for improvement. Participation in the *Fundamentals of Résumé Writing* workshop is recommended before scheduling a critique.

Needs Assessments: Needs assessments conducted every Friday, by appointment, in 45-minute intervals. This workshop offers a one-on-one career exploration with a Career Development Specialist reviewing individual career needs and creating an individual employment plan.

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