



Torrington American Job Center Offers March Employment and Training Workshops

WETHERSFIELD, February 15, 2018 – The Connecticut Department of Labor and the Northwest Regional Workforce Investment Board are offering a variety of training and employment workshops in March to assist area residents. Events are held at the Torrington *American Job Center*, 59 Field Street. Please contact the phone numbers listed to register. Advance registration is encouraged due to space limitations. In addition to these workshops, the Resource Room continues to offer job-related Internet access and online application assistance. The following workshops are now being offered:

Workforce Innovation and Opportunity Act (WIOA) Information Session: Participants can review process and eligibility requirements for funding of job training programs through this federal employment initiative. No appointment is needed.

March 1, 8, 15, 22, or 29 (9 a.m. – 12 p.m.)

Veterans' Representative appointments: Eligible veterans can receive veteran-specific re-employment services. Department of Labor Veterans' Representative Lina Marte and Kelvin Johnson are available to meet with customers. Contact Lina at lina.marte@ct.gov or (203) 437-3297 and Kelvin at kelvin.johnson@ct.gov or (203) 437 – 3294 or visit the Waterbury *AJC*.

March 2, 9, 16, or 23

Northwest Connecticut Construction Careers: This workshop is an orientation for individuals seeking employment in construction-related fields. The session includes a review of pre-employment and job training criteria. Call (203) 574-6971 X 434 to register.

March 28 (9 – 10 a.m.)

Health Professions Opportunity Grant Orientation: Learn about careers in the healthcare field through the Careers Advancement Project. Eligible participants can receive training that will assist them in securing a job (and advance along a career) in the healthcare field. Contact Evelyn Lumfuakiadi at evelyn.lumfuakiadi@nrwib.org or (203) 574-6971 x435.

March 8 (11 a.m. – 12 p.m.)

Computers Basics: Learn to use the mouse, keyboard, practice typing, navigate websites, set-up an email account, and learn about employment resources available through the Department of Labor website. Microsoft tutorials are available. Call (860) 496-3500 to register.

March 23 (9 a.m. – 12 p.m.)

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Media Contact: Nancy Steffens, Communications Director

200 Folly Brook Boulevard, Wethersfield, CT 06109-1114

Phone: (860) 263-6535 – Fax: (860) 263-6536 – www.ct.gov/dol

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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

March 13 (9 a.m. – 11:30 p.m.)

Bureau of Rehabilitation Services (BRS): This workshop offers one-on-one appointments to review services/eligibility. Their goal is to assist individuals with medical barriers to prepare for, obtain and maintain employment. Call (860) 496-3500 to register for the orientation.

March 15 (3 – 4 p.m.)

Successful Job Search Strategies: Learn job search strategies that will help you 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

March 20 (9 – 11:30 a.m.)

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.

March 6 and 27 (9 – 11:30 a.m.)

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, IT security, or computer programmer). Contact Angelo Santa Maria at angelo.santamaria@nrwib.org or (203) 574-6971 x465.

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 *American Job Center* is an approved Ticket Employment Network. No obligation.

Call Gary Madison at (203) 574-6971 x442 or gary.madison@nrwib.org to register.

Free GED Classes: Call ED Advance at 860-567-0863 to inquire about registering to attend free GED classes hosted at the Torrington *AJC* on Mondays and Wednesday afternoon's from 1 to 3 p.m.

MEDIA RELEASE

CT Department of Labor *Communications Office*
Commissioner Scott D. Jackson

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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 held at 77 Bishop Street, Waterbury – OIC Center. Call (203) 574-6971 Larry Devito (X 461) and Joe Diorio (X 434).