



Hamden *American Job Center* Offers August Employment and Training Workshops

WETHERSFIELD, July 25, 2018 – Connecticut Department of Labor employees in the agency’s Hamden *American Job Center*, located at 37 Marne Street, will offer a variety of training and employment workshops in August to assist area residents. 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 Connecticut Department of Labor’s Office Veterans’ staff.

August 1, 8, 15, 22 or 29 (1 – 3 p.m.)

Fundamentals of Résumé Writing: Provides the valuable information you need to create a professional résumé.

August 6 (9 a.m. – 12 p.m.) or August 16 (1 – 4 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.

August 13 (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.

August 20 (9 a.m. – 12 p.m.) or August 29 (1 – 4 p.m.)

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

August 27 (9 a.m. – 12 p.m.)

Résumé Critiques: Résumés are reviewed, by appointment, in half hour intervals, Mondays and Fridays. 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 Sessions: Offers one-on-one career exploration with a Career Development Specialist, reviewing individual career needs and creating an individual employment plan. Needs assessments sessions are conducted by appointment on Fridays, in 45 minute intervals.

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