



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

WETHERSFIELD, January 24, 2019 – 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 to assist area residents in February. 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 Hamden *American Job Center* employees who themselves served in the military.

February 6 and 20 (1 – 3 p.m.)

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

February 8 (9 a.m. – 12 p.m.) and February 21 (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.

February 11 (9 a.m. – 12 p.m.) and February 25 (1 – 4 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.

February 15 (9 a.m. – 12 p.m.) and February 28 (1 – 4 p.m.)

(more)

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

February 22 (9 a.m. – 12 p.m.)

Résumé Critiques: Résumés are reviewed, by appointment, in half hour intervals on 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: Conducted every Friday, by appointment, in 45-minute intervals. Workshops offer 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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