



## **Danbury *American Job Center* Offers March Employment and Training Workshops**

WETHERSFIELD, February 19, 2019 – 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 March. 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.

**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 1 and 22 (9:30 a.m. – 12 p.m.)**

**Workforce Innovation and Opportunity Act (WIOA) Information Sessions:** Participants will review the process/eligibility requirements to receive 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.

**Dislocated Workers: March 4 and 18 (10 a.m. – 12 p.m.)**

**Adult Workers: March 11 and 25 (10 a.m. – 12 p.m.)**

**Bureau of Rehabilitation Services (BRS):** Meet with BRS staff at the *American Job Center* or call for 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. Call a BRS staff person at (203) 207-8990.

**March 7 (9 a.m. – 12 p.m.) and March 21 (1 – 4 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

(more)

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search, networking and using social media to establish a digital presence. Call (203) 437-3380 to register.  
**March 8 and 29 (9:30 a.m. – 12 p.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 15 (9:30 a.m. – 12 p.m.)**

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

**March 20 – Call (203) 797-4731 for an appointment.**

**Veterans' Representative appointments:** Eligible veterans can receive veteran-specific re-employment services. Contact Department of Labor Veterans' Representatives Giancarlo Castagne at (203) 437-3294 or Michael Mariano at (203) 437-3297 to make an appointment. Or visit the Waterbury *American Job Center*.

**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 – OIC Center. Call (203) 574-6971 for Larry Devito (x461) or Joe Diorio (X434) for information.

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