



AMERICAN JOB CENTERS IN BRIDGEPORT, DERBY AND STAMFORD OFFER EMPLOYMENT AND TRAINING WORKSHOPS IN FEBRUARY

January 28, 2020

BRIDGEPORT – The Connecticut Department of Labor will offer a variety of training and employment workshops during February at the agency’s Bridgeport, Derby and Stamford American Job Centers.

The Bridgeport American Job Center is at 2 Lafayette Square, the Derby American Job Center is at 101 Elizabeth Street, and the Stamford American Job Center is at 141 Franklin Street.

Advance registration is encouraged due to space limitations. To register for these no-cost workshops, please go to CTHires.com or call 203- 455-2700.

Résumé Critiques: February 7, 14, 21, 28 from 9 – 11 a.m. — By appointment only

Résumés are reviewed 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 Resume Writing workshop is recommended before scheduling a critique.

LinkedIn – Part 2: Networking Strategies: February 19 from 9 a.m. to 12 p.m.

It is highly recommended that participants first complete LinkedIn – Part 1, Complete Profile, and have at least 20 connections. Learn how to build relationship with contacts, approach new contacts and generate job leads through positive networking.

Fundamentals of Résumé Writing: February 21 from 9:30 a.m. to 11:30 a.m.

Learn how to write a résumé needed to secure a job interview and employment offers. Topics include thinking like an employer, strategies for developing individual sections, relevant vs. irrelevant information, formatting and cover letters.

Successful Job Search Strategies: February 27 from 9:30 – 11:30 a.m.

Learn job search strategies that will help you successfully secure your next position. Topics include employer research, networking and using social media to establish a digital presence.

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Veterans Orientation: February 27 from 1 – 3 p.m.

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 Bridgeport American Job Center employees who themselves served in the military.

Interviewing Strategies and Techniques: February 28 from 9:30 to 11:30 a.m.

This interactive session will focus on preparation, methods and follow-up to provide jobseekers with the knowledge and skills necessary to effectively compete with other candidates. The session includes simulated interview questions and the responses of participants will be critiqued to improve performance.

Derby American Job Center February workshops

Interviewing Strategies and Techniques: February 14 from 9 a.m. to 12 p.m.

This interactive session will focus on preparation, methods and follow-up to provide jobseekers with the knowledge and skills necessary to effectively compete with other candidates. The session includes simulated interview questions and the responses of participants will be critiqued to improve performance.

Fundamentals of Resume Writing: February 21 from 9 a.m. to 12 p.m.

Learn how to write a resume needed to secure a job interview and employment offers. Topics include thinking like an employer, strategies for developing individual sections, relevant vs. irrelevant information, formatting and cover letters.

LinkedIn – Part 2: Networking Strategies: February 28 from 9 a.m. to 12 p.m.

It is highly recommended that participants first complete LinkedIn – Part 1, Complete Profile, and have at least 20 connections. Learn how to build relationship with contacts, approach new contacts and generate job leads through positive networking.

Stamford American Job Center February workshops

Interviewing Strategies and Techniques: February 4 from 9 a.m. to 12 p.m.

This interactive session will focus on preparation, methods and follow-up to provide jobseekers with the knowledge and skills necessary to effectively compete with other candidates. The session includes simulated interview questions and the responses of participants will be critiqued to improve performance.

Linked In – Part 1: February 14 from 9 a.m. – 12 p.m.

You must have a valid email address for this hands-on class. Learn how to set up a professional networking profile on LinkedIn that will enable you to build your network and connect/share information about job opportunities.

Fundamentals of Résumé Writing: February 18 from 9 a.m. to 12 p.m.

Learn how to write a résumé needed to secure a job interview and employment offers. Topics include thinking like an employer, strategies for developing individual sections, relevant vs. irrelevant information, formatting and cover letters.

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