Waterbury American Job Center Offers October Employment and Training Workshops

WETHERSFIELD, September 22, 2016 — The Waterbury American Job Center, located at 249 Thomaston Avenue, will offer a variety of training and employment workshops in October to assist area residents. Advance registration is encouraged due to space limitations. Please call (203) 437-3380 to register for these no-cost workshops.

CAMI (Connecticut Advanced Manufacturing Initiative) Orientation: This one-hour session provides an overview of Naugatuck Valley Community College’s Advanced Manufacturing facility and program. Call 203-574-6971 to register.
October 4 (2 – 3 p.m.)

Health Professions Opportunity Grant Orientation: Learn about careers in the healthcare through the Careers Advancement Project (Health CAP). Eligible participants can receive training to assist them in securing a job, and advance along a career, in the healthcare field.
October 4 (1:30 – 2:30 p.m.) and October 18 (1:30 – 2:30 p.m.)

Simentor On-Line tutorial: In this first come/first served workshop, attendees can view self-paced tutorials on résumé writing, interviewing/job seeking skills, job retention and job seeking skills for ex-offenders. Call (203) 574-6971 to register.
October 6, 7, 13, 14, 20, 21, 27, 28 (1 – 2:30 p.m.)

Northwest Connecticut Construction Careers: This information session is for individuals seeking employment in construction-related fields. It provides a review of pre-employment and job training requirements. Call (203) 510-7877 to register.
October 6 (10:30 a.m. – 12 p.m.) and October 20 (10:30 a.m. – 12 p.m.)

Résumé Critiques: Have your résumé reviewed by a Certified Professional Résumé Writer trained in developing documents that generate job interviews. Receive objective and unbiased feedback to assist you in addressing problematic issues and identifying areas for improvement.
October 7, 14, 21, 28 (9 – 10 a.m.)

Access: Orientation for Persons with Disabilities (& Friends and Relatives): An informational workshop for American Job Center customers with disabilities. Learn how to access various programs that offer

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services/supports needed to obtain and maintain employment. The emphasis is on abilities, not disabilities. Call (203) 574-6971 x442 or gary.madison@nrwib.org to register.

**October 12 (1:30 – 3 p.m.)**

**P2E Orientation:** Learn about the merits of this exceptional FREE five-week training course the helps to ensure a successful job search. Geared to provide solutions to long-term unemployed individuals (27+ weeks). Call 203-767-3847 for more information.

**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. **October 12 (1 – 4 p.m.) and October 28 (9 a.m. – 12 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. **October 13 (1 – 4 p.m.)**

**Cover Letters:** Participants will learn how to write effective cover letters for their résumés which can often be instrumental for a successful job search. **October 14 (9 – 11 a.m.)**

**Over 40 and Looking for Work:** Discuss challenges and employer expectations. Develop strategies to combat myths of the “older worker” in the hiring process. **October 21 (9 – 11:30 a.m.)**

**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 job center is an approved Ticket Employment Network. There is no obligation. Call (203) 574-6971 x442 or gary.madison@nrwib.org to register. **October 26 (1:30 – 3 p.m.)**

**Advanced Résumé:** Enhance the content of your current résumé by refining your summary/profile, keywords, accomplishments and achievements. **October 28 (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. **October 31 (9 a.m. – 12 p.m.)**

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