



MEDIA RELEASE

CT Department of Labor *Communications Office*
Sharon M. Palmer, Commissioner

Hamden Job Center Offers April Employment & Training Workshops

WETHERSFIELD, March 24, 2014 – Connecticut Department of Labor employees in the agency’s Hamden Job Center, located at 37 Marne Street, will offer a variety of training and employment workshops in April to assist area residents. Advanced registration is encouraged due to space limitations. Call (203) 859-3200 to register for these no-cost workshops.

April 1: Military to Civilian Résumé Workshop (1 – 4 p.m.): Veterans are encouraged to participate in this 1 to 4 p.m. workshop, which covers the basics of developing an effective résumé. Topics covered include: Translating military skills and accomplishments into civilian terminology; understanding federal résumé formatting, and common résumé mistakes to avoid. Ample time will be allowed for participants to ask questions of members of the Connecticut Department of Labor’s Office for Veterans’ Workforce Development.

April 4: Successful Job Search Strategies (9 a.m. – 12 p.m.): Attendees will learn useful job search strategies and gain pointers on telephone skills, networking, the hidden job market and interviewing.

April 7: LinkedIn for Job Seekers (1 – 3 p.m.): This workshop uses a lecture/PowerPoint based-format to help participants learn the importance of utilizing *LinkedIn* and developing an effective profile page to aid in their job search.

April 11: Interviewing Techniques (9 a.m. – 12:30 p.m.): In this workshop, you will increase your understanding of the interview process and address challenging questions to negotiate a “win-win” package, and learn what to say and when and how to say it.

April 14: Career Exploration (9 a.m. – 12:30 p.m.): Discover your interests, work values and abilities, and learn how to gather information and conduct an occupational search to help you make good career decisions, set goals and take action now.

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April 16: Interviewing Techniques (9 a.m. – 12:30 p.m.): In this workshop, you will increase your understanding of the interview process and address challenging questions to negotiate a “win-win” package, and learn what to say and when and how to say it.

April 17: Résumé Basics (1 – 4 p.m.): If you are putting together your first résumé this workshop will provide you with the valuable information you need to create a professional résumé.

April 22: Stepping Into the Future with Pride & Purpose (12:30 – 4 p.m.): This workshop is intended for ex-offenders who are seeking employment. It focuses on employability skills, job search strategies and provides hands-on practice about interviewing.

April 23: Résumé Basics (1 – 4 p.m.): If you are putting together your first résumé this workshop will provide you with the valuable information you need to create a professional résumé.

April 24: Networking Club (1 – 3 p.m.): Members of this group will learn how to use networking as part of their job search, and other important career tips to apply to their job search.

April 25: Over 40 and Looking for Work (8:30 a.m. – 12:30 p.m.): 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.

April 25: Advanced Résumé Writing: (1 – 4 p.m.): This workshop goes beyond the **Résumé Basics** session by covering advanced formatting techniques, as well as offering pointers concerning interviewing skills, networking and the hidden job market.

April 28: Internet Job Search (1 – 3 p.m.): This workshop will give participants an overview of job search strategies using the Internet, and will provide useful information on the most helpful web sites to visit.

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