



Waterbury American Job Center Offers February Employment and Training Workshops

WETHERSFIELD, January 20, 2017 – The Waterbury *American Job Center*, located at 249 Thomaston Avenue, will offer a variety of training and employment workshops in February to assist area residents. Advance registration is encouraged due to space limitations. Please call or email the contact below to register for these no-cost workshops.

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, including software developer, I.T. security or computer programmer. Two workshops offered: please contact Angelo Santa Maria at 203-574-6971 x465 or angelo.santamaria@nrwib.org.

February 1 or February 15 (1:30 – 2:30 p.m.)

Simentor On-Line tutorial: Attendees will have the opportunity to 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.

February 2, 6, 9, 16, 23, and 27 (1 – 2:30 p.m.)

Northwest Connecticut Construction Careers: Orientation for individuals seeking employment in construction-related fields – includes review of pre-employment and job training. Call 203-510-7877 to register.

February 2 or February 16 (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 along with identifying areas for improvement.

Call 203-437-3380 to register

February 3, 10, 17, and 24 (9 – 10 a.m.)

CAMI (Connecticut Advanced Manufacturing Initiative) Orientation: Review of Naugatuck Valley Community College Advanced Manufacturing Facility and Program. Call 203-574-6971 x459 to register.

February 7 (2 – 3 p.m.)

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Media Contact: Nancy Steffens, Communications Director

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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. Call 203-437-3380 to register **February 6 (1 – 3:30 p.m.)**

Health Professions Opportunity Grant Orientation (HPOG): Learn about careers in the Health Care 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. Contact Joyce Liljedahl at 203-574-6971 x461 or joyce.liljedahl@nrwib.org to register. **February 7 or February 21 (1:30 – 2:30 p.m.)**

Access: Orientation for Persons with Disabilities (& Friends and Relatives): For customers with Disabilities – access various programs offering the services/supports needed to obtain and maintain employment. Emphasis is on abilities, not *disabilities*. Contact Gary at 203-574-6971 x442 or gary.madison@nrwib.org **February 8 (1:30 – 3 p.m.)**

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 **February 10 or February 27 (9 a.m. – 12 p.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. Call 203-437-3380 to register. **February 17 (9 – 11:30 a.m.)**

Stress Management (ULA): learn about the various strategies and coping mechanisms that will assist you in dealing with the stress you face in being unemployed and finding a job. Call 203-437-3380. **February 22 (1– 2:30 p.m.)**

Ticket to Work – Orientation for Persons receiving SSI or SSDI benefits (NRWIB): Offers information for SSI and 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. No obligation. Call Gary Madison at 203-574-6971 x442 or gary.madison@nrwib.org to register. **February 22 (1:30 – 3 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. Call 203-437-3380 to register.

February 24 (9 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.

February 24 (9 a.m. – 12 p.m.)

Advanced Résumé: Enhance the content of your current résumé by refining your summary/profile, keywords, accomplishments and achievements. Call 203-437-3380 to register.

February 27 (9 – 11:30 a.m.)

P2E Orientation: Learn more about the benefits of this no-cost five-week training course on a successful job search. Offers excellent solutions for the long-term unemployed person (27+ weeks). Call 203-767-3847 for information or to register.

Workforce Innovations and Opportunity Act (WIOA) Weekly Information Sessions: Participants will review the process/eligibility requirements to receive funding for training through this federal employment initiative. Qualify for funding as a “Dislocated Worker” or an “Adult.” Call 203-574-6971 for information on these weekly sessions.

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