



Waterbury American Job Center Offers November Employment and Training Workshops

WETHERSFIELD, October 20, 2017 – The Waterbury *American Job Center*, located at 249 Thomaston Avenue, will offer a variety of training and employment workshops to assist area residents in November. Advance registration is encouraged due to space limitations. Please call (203) 437-3380 to register for these no-cost workshops.

Financial Literacy Information session: Learn about the necessity of having good credit. Other topics include: the Fair Credit Reporting Act, budgeting tools, how to get rid of debt, how to protect yourself against identity theft, how to generate other sources of income and how to complete your income taxes.
November 1 (1 – 3 p.m.)

ITXpress Program: Learn about training, credentials and employment opportunities available 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, IT security, or computer programmer). Contact Angelo Santa Maria at angelo.santamaria@nrwib.org or (203) 574-6971 x465.
November 1 and November 15 (1:30 – 2:30 p.m.)

Northwest Connecticut Construction Careers: An orientation for individuals seeking employment in construction-related fields. The session includes a review of pre-employment and job training criteria. Call (203) 574-6971 x434 to register.
November 2 and November 16 (10:30 a.m. – 12 p.m.)

Simentor On-Line tutorial: In this first come/first served workshop, 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.
November 2, 6, 9, 13, 16, 20, 27, and 30 (1 – 2:30 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.
November 3 (9 – 11:30 a.m.); November 20 (9 – 11:30 a.m.); November 27 (9 – 11:30 a.m.)

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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 in addressing problematic issues, along with identifying areas for improvement. Call (203) 437-3380 to register.

November 3 and 17 (8:30 – 10 a.m.)

Senior Community Service Employment Program (SCSEP): Learn more about services available to job seekers who are 55 years old or older. SCSEP representatives are available on Tuesdays in the Waterbury AJC Career Center.

November 7, 14, 21 and 28 (9 a.m. – 12 p.m.)

Health Professions Opportunity Grant Orientation: Learn about careers in the healthcare field through the Careers Advancement Project (Health CAP). Eligible participants can receive training to assist in securing a job (and advance along a career) in the healthcare field. Contact Genny Fonseca at genny.fonseca@nrwib.org 203-574-6971 x432.

November 7 and November 21 (11 a.m. – 12 p.m.)

Access: Orientation for Persons with Disabilities (Friends and Relatives): Access various programs offering services/supports needed to obtain and maintain employment. Geared for customers with disabilities – the emphasis is on abilities, not *disabilities*. Contact Gary Madison at gary.madison@nrwib.org or (203) 574-6971 x442.

November 8 (1:30 – 3 p.m.)

Over 40 and Looking for Work: Discuss challenges and employer expectations; develop strategies to combat the myths of the “older worker” in the hiring process. Call (203) 437-3380 to register.

November 13 (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. Call (203) 437-3380 to register.

November 17 (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, the 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.

November 20 (1 – 3 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.

November 22 (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 Waterbury *American Job Center* is an approved Ticket Employment Network. There is no obligation. Call Gary Madison at (203) 574-6971 x442 or gary.madison@nrwib.org to register.

November 22 (1:30 – 3 p.m.)

Veterans’ Representative appointments: Eligible veterans can receive veteran-specific re-employment services. Department of Labor Veterans’ Representative Lina Marte is available to meet with customers. Contact Lina at lina.marte@ct.gov, (203) 437-3297, or visit the Waterbury *AJC*.

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) 574-6971 for information. Sessions for both workforce categories are held weekly.

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