



## **Waterbury American Job Center Offers July Employment and Training Workshops**

WETHERSFIELD, June 21, 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 July. Advance registration is encouraged due to space limitations. Please call to register for these no-cost workshops.

**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.

**July 3 (9 a.m. – 12 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.

**July 3, 6, 10, 13, 17, 20, 24, 27 or 31 (1 – 2:30 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](mailto:angelo.santamaria@nrwib.org) or (203) 574-6971 x465.

**July 5 and July 19 (1:30 – 2:30 p.m.)**

**Northwest Connecticut Construction Careers:** This orientation is for those seeking employment in construction-related fields. The session includes a review of pre-employment and job training criteria. Call (203) 510-7877 to register.

**July 6 and July 20 (10:30 a.m. – 12 p.m.)**

**Successful Job Search Strategies:** Learn job search strategies to 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.

**July 7 (9 a.m. – 12 p.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.

**July 7, 14, 21, or 28 (9 – 10 a.m.)**

**Cover Letters:** Participants can learn how to write effective cover letters for their résumés that often are instrumental in a successful job search. Call (203) 437-3380 to register.

**July 10 (9 – 11:30 a.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 Joyce Liljedahl at [joyce.liljedahl@nrwib.org](mailto:joyce.liljedahl@nrwib.org) or (203) 574-6971 x461.

**July 11 or July 18 (1:30 – 2:30 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](mailto:gary.madison@nrwib.org) or (203) 574-6971 x442.

**July 12 (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.

**July 14 (9 – 11:30 a.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.

**July 14 or July 24 (9 – 11:30 a.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.

**July 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. Contact Gary Madison at [gary.madison@nrwib.org](mailto:gary.madison@nrwib.org) or (203) 574-6971 x442 to register.

**July 26 (1:30 – 3 p.m.)**

**CAMI (Connecticut Advanced Manufacturing Initiative) Orientation:** A review of Naugatuck Valley Community College's Advanced Manufacturing Facility and Program. Orientation sessions are by appointment only. Contact CAMI coordinator Cheryl Olmstead at [cheryl.olmstead@nrwib.org](mailto:cheryl.olmstead@nrwib.org) or (203) 574-6971 x459 to register.

**P2E Orientation:** Learn more about the merits of this free five-week training course that helps ensure a successful job search. The course offers solutions for those that are long-term unemployed (those unemployed 27 weeks or more). Call (203) 767-3847 for information.

**Veterans' Representative appointments:** Eligible veterans can receive veteran-specific re-employment services. CT Department of Labor Veterans' Representative Lina Marte is available to meet with customers. She can be contacted at [lina.marte@ct.gov](mailto:lina.marte@ct.gov) or (203) 437-3297, or visit the Waterbury *American Job Center*.

**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 categories are held every week.

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