



Torrington American Job Center Offers October Employment and Training Workshops

WETHERSFIELD, September 22, 2017 – The Connecticut Department of Labor and the Northwest Regional Workforce Investment Board are offering a variety of training and employment workshops in October to assist area residents. Events are held at the Torrington *American Job Center*, 59 Field Street. Please contact the phone numbers listed to register. Advance registration is encouraged due to space limitations. In addition to these workshops, the Resource Room continues to offer job-related Internet access and online application assistance. The following workshops are now being offered:

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.

October 3 and October 24 (9 – 11:30 a.m.)

Workforce Innovation and Opportunity Act (WIOA) Information Session: Participants can review process and eligibility requirements for funding of job training programs through this federal employment initiative. No appointment is needed.

October 5, 12, 19 and 26 (9 a.m. – 12 p.m.)

Veterans' Representative appointments: Eligible veterans can receive veteran-specific re-employment services. Department of Labor Veterans' Representative Lina Marte is available, by appointment, to meet with customers. Contact Lina at lina.marte@ct.gov or (203) 437-3297. Appointments can now be scheduled for **October 6, 13, 20, or 27.**

Fundamentals of Résumé Writing: Learn 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.

October 10 or October 31 (9 – 11:30 a.m.)

Health Professions Opportunity Grant Orientation: Learn about careers in the healthcare field through the Careers Advancement Project. Eligible participants can receive training that will assist them in securing a job (and advance along a career) in the healthcare field. Contact Joyce Liljedahl at joyce.liljedahl@nrwib.org or (203) 574-6971 x461.

October 12 (11 a.m. – 12 p.m.)

-more-

Media Contact: Nancy Steffens, Communications Director

200 Folly Brook Boulevard, Wethersfield, CT 06109-1114

Phone: (860) 263-6535 – Fax: (860) 263-6536 – www.ct.gov/dol

An Equal Opportunity/Affirmative Action Employer



Successful Job Search Strategies: Learn job search strategies to help 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
October 17 (9 – 11:30 a.m.)

Bureau of Rehabilitation Services (BRS): This workshop offers a 30-minute group orientation, followed by a one-hour, one-on-one appointment with BRS staff to review services/eligibility and learn about the many services available at the AJC. Call (860) 496-3500 to register.
October 20 (10 – 10:30 a.m.)

Northwest Connecticut Construction Careers: 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.
October 25 (9 – 10 a.m.)

Computers Basics: Learn to use the mouse, keyboard, practice typing, navigate websites, set-up an email account, and learn about employment resources available through the Department of Labor website. Microsoft tutorials available. Call (860) 496-3500 to register.
October 27 (9 a.m. – 12 p.m.)

Disability Resource Coordinator: Meet with a staff person to learn how to access the various programs that offer services and supports needed to obtain and maintain employment. The emphasis is on abilities, not *disabilities*. Contact Gary Madison at gary.madison@nrwib.org or (203) 574-6971 x442.

ITXpress Program: Learn about training, credentials and employment opportunities through the TechHire ITXpress Program. Eligible participants can qualify to receive training to assist 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.

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

###