



Waterbury American Job Center Offers October Employment and Training Workshops

WETHERSFIELD, September 22, 2017 – The Waterbury *American Job Center* (AJC) located at 249 Thomaston Avenue, will offer a variety of training and employment workshops to assist area residents in October. Advance registration is encouraged due to space limitations. Please call to register for these no-cost workshops.

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.

October 2 (1 – 3 p.m.); October 20 and October 30 (9 a.m. – 12 p.m.)

Simentor On-Line tutorial: In this first come/first served workshop, attendees 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.

October 2, 5, 12, 16, 19, 23, 26 or 30 (1 – 2:30 p.m.)

Senior Community Service Employment Program (SCSEP): Learn more about services available to job seekers who are age 55 or older. SCSEP representatives are available Tuesdays in the Waterbury AJC Career Center from 9 a.m. to 12 p.m.

October 3, 10, 17, 24, or 31 (9 – 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 or (203) 574-6971 x432.

October 3 or October 17 (11 a.m. – 12 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.

October 4 or October 18 (1:30 – 2:30 p.m.)

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An Equal Opportunity/Affirmative Action Employer



Northwest Connecticut Construction Careers: Offers 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.

October 5 or October 19 (10:30 a.m. – 12 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.

October 6 (9 – 11:30 a.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 address problematic issues and identify areas for improvement. Call (203) 437-3380 to register.

October 6, 13, 20, or 27 (9 – 10 a.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.

October 11 (1:30 – 3 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.

October 16 (9 a.m. – 12 p.m.)

Successful Job Search Strategies: Learn strategies to help 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.

October 23 (9 a.m. – 12 p.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. No obligation. Contact Gary Madison at gary.madison@nrwib.org or (203) 574-6971 x442 or to register.

October 25 (1:30 – 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.

October 27 (9 – 11 a.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 categories are held every week.

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