



## **TORRINGTON AMERICAN JOB CENTER OFFERS EMPLOYMENT AND TRAINING WORKSHOPS IN NOVEMBER**

**October 25, 2019**

**TORRINGTON** - A variety of training and employment workshops to assist Torrington-area residents are being offered in November by the Connecticut Department of Labor in the agency's Torrington American Job Center at 59 Field Street.

Advance registration is encouraged due to space limitations. To register for these no-cost workshops, please go to [CTHires.com](http://CTHires.com) or call (203) 437-3380.

**Job Readiness Workshop: Nov. 5 and 6 from 9 a.m. – 1 p.m.**

Learn about the life and technical skills required to secure and sustain employment.  
Call (860) 496-3500 X 200 to register

**Health Professions Opportunity Grant Orientation: Nov. 7 from 10 – 11 a.m.**

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. Call (203) 574-6971 x435 to register.

**Workforce Innovation & Opportunity Act (WIOA) Info Session: Nov. 7, 14 and 21 from 9 a.m. – 12 p.m.**

Participants can review process and eligibility requirements for funding of job training programs through this federal employment initiative. No appointment is needed

**Fundamentals of Résumé Writing: Nov. 12 from 9 – 11:30 a.m.**

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.

**Successful Job Search Strategies: Nov. 19 from 9 – 11:30 a.m.**

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

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media to establish a digital presence. Call (203) 437-3380 to register

**Northwest Connecticut Construction Careers: Nov. 20 from 9 – 10 a.m.**

This is 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.

**Bureau of Rehabilitation Services (BRS): Nov. 21 from 3 – 4 p.m.**

This workshop offers one-on-one appointments to review services/eligibility. The goal is to assist individuals with medical barriers prepare for, obtain and maintain employment. Call (860) 496-3500 to register for the orientation.

**Computer Basics: Nov. 22 from 9 a.m. – noon.**

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 are available. Call (860) 496-3500 to register.

**Interviewing Strategies & Techniques: Nov. 26 from 9 – 11:30 a.m.**

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.

**Veterans' Representative appointments**

Eligible veterans can receive veteran-specific re-employment services. Contact Department of Labor Veterans' Representative Giancarlo Castagne at (203) 437-3294 or Veterans' Representative Michael Mariano at (203) 437-3297 to make an appointment. Or visit the *Waterbury American Job Center*.

**Free GED Classes:**

Call ED Advance at (860) 567-0863 about registering to attend free GED classes hosted at the Torrington *American Job Center*. They are held 1 to 3 p.m. on Monday and Wednesday afternoons from September through May.

**OSHA-10 Certification Class:**

Participants will attend a two-day, 10-hour class to acquire an OSHA-10 Occupational Safety and Health training certificate. Classes are held at the *Waterbury AJC*. Call (203) 574-6971 for Larry Devito (x461) or Joe Diorio (x434) for information.

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**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](mailto: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 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.

**Ticket to Work – Orientation for Persons receiving SSI or SSDI benefits (NRWIB):**

This workshop features 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. No obligation - Contact Gary Madison-at [gary.madison@nrwib.org](mailto:gary.madison@nrwib.org) or (203)574-6971 x442.

**Senior Community Service Employment Program (SCSEP):**

Learn more about services available to job seekers who are age 55 or older. Contact SCSEP at (203) 373 - 2105.