



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

**October 25, 2019**

**WATERBURY** - A variety of training and employment workshops to assist Waterbury - area residents this month are being offered by the Connecticut Department of Labor in the agency's Waterbury American Job Center at 249 Thomaston Avenue.

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.

**Résumé Critiques: Nov. 1, 8, 12 and 22 from 8:30 - 10 a.m.**

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.

**Fundamentals of Résumé Writing: Nov. 1, Nov. 8 and Nov. 22 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.

**Simentor On-Line tutorial: Nov. 4, 7, 14, 18, 21 and 25 from 1 – 2:30 p.m.**

In this first come/first serve workshop, attendees have an 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 X 0 to register.

**Health Professions Opportunity Grant Orientation: Nov. 5 and 19 from 10 – 11 a.m.**

Learn about careers in healthcare. Participants can receive training to assist in securing a job in the healthcare field. Call (203) 574-6971 x435 to register.

(more)

**Media Contact:** Steve Jensen, Director of Communications

200 Folly Brook Boulevard, Wethersfield, CT 06109-1114

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

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**National External Diploma Program (NEDP): Nov. 5, 12, 19, and 26 from 8:15 a.m. – noon and Nov. 6, 13, 20, or 27 from 8:15 a.m. – noon**

Naugatuck Adult Education offers this web-based program for adults and out-of-school youth to earn their high school diploma. Classes are held at the Waterbury *AJC*. Call (203) 720-5282 for more information.

**ITXpress Program: Nov. 6 and 20 from 1:30 – 2:30 p.m.**

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.

**Bureau of Rehabilitation Services (BRS) and Board of Education Services for the Blind (BESB):**

**BESB: Nov. 6, 13, 20, or 27 from 9 a.m. – noon, BRS: Nov. 6, 13, 20, or 27 from 1 p.m. - 4 p.m.**

Meet with BRS and BESB staff at the *AJC* or call to set up an appointment to discuss job search-related issues and support services for jobseekers that may require and qualify for the special services these two agencies provide. Call BESB staff person at 860-602-4032 or Call BRS staff person at (203) 578-4550.

**Naugatuck Valley Community College (NVCC): Nov. 7, 14, or 21 from 8:30 a.m. – 1 p.m.**

Meet with staff from NVCC to explore the various programs and course offerings. Call (203) 575-8221 to schedule an appointment or visit the *AJC*.

**Job Corps' - Vocational Training Info Session: Nov. 7, 14 and 21 from 10 – 11:30 a.m.**

Youth ages 16-24 find out more about Job Corps' free trainings (50 different trades). Contact 1-800-733-5627 for more information.

**Northwest Connecticut Construction Careers: Nov. 7 and 21 from 10:30 a.m. - noon**

This workshop 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.

**Successful Job Search Strategies: Nov. 8 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, establishing a digital presence using social media. Call (203) 437-3380 to register.

**Northwest Region Veterans Employment Connection Orientation: Nov. 12 from 1 – 2:30 p.m.**

This monthly orientation for veterans provides an overview of *AJC* employment services such as employer recruitments and hiring initiatives, career fairs, and local events of interest to veterans. Learn how to be referred to employers who want to hire veterans, receive job leads, and how to post your

résumé where employers can see it. Call (203) 437-3380 to register.

**Interviewing Strategies & Techniques: Nov. 15 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.

**Introduction to Apprenticeship: Nov. 19 from 9 a.m. – 10 a.m.**

Learn about how one can become an Apprentice in an “Apprenticeable” trade. Topics include how to find an employer “sponsor” and the general requirements that apprentice’s and employer sponsors must comply with. Call (203) 437-3380 to register.

**Job Readiness Workshop: Nov. 19, 20, and 21 from 9 a.m. – 1 p.m.**

Learn about life and technical skills required to secure and sustain employment. Call (203) 574-6971 X 451 to register

**Veterans’ Representative appointments:**

Eligible veterans can receive veteran-specific re-employment services from DOL Veterans’ Representatives. Individual appointments are available. Call Veterans’ Representative Giancarlo Castagne at (203) 437-3294 or Veterans’ Representative Michael Mariano at 203-437-3297. Or visit the *Waterbury American Job Center*.

**Digital Literacy: November - Classes every Tuesday / Wednesday evening – 5 – 7 p.m.**

Learn Windows, Word 1 & 2, Excel 1 & 2, and PowerPoint 1 & 2 at your pace. Evening classes are 5 to 7 p.m. Tuesday and Wednesday. Contact Career Resources at (203)755-5117 x305.

**Workforce Innovation and Opportunity Act (WIOA) Information Sessions:**

Participants 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.

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

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

**Access: Orientation for Persons with Disabilities:**

This workshop is for Persons with Disabilities (Friends and Relatives). Offered by the Northwest Regional Workforce Investment Board – with the emphasis on *abilities*, not disabilities. Contact Gary Madison at [gary.madison@nrwib.org](mailto:gary.madison@nrwib.org) or (203) 574-6971 X442.

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## **MEDIA RELEASE**

**CT Department of Labor** *Communications Office*  
Commissioner Kurt Westby

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### **Ticket to Work – Orientation for Persons receiving SSI or SSDI benefits:**

For individuals receiving SSI or SSDI benefits. The Northwest Regional Workforce Investment Board offers information for SSI/SSDI beneficiaries. The job center is an approved Ticket Employment Network. Contact Gary Madison at (203) 574-6971 x442 or [gary.madison@nrwib.org](mailto:gary.madison@nrwib.org) to schedule an appointment.

### **OSHA-10 Certification class:**

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

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