



HAMDEN AMERICAN JOB CENTER OFFERS EMPLOYMENT AND TRAINING WORKSHOPS IN DECEMBER

November 20, 2019

HAMDEN - A variety of training and employment workshops to assist Hamden-area residents this month are being offered by the Connecticut Department of Labor in the agency's Hamden *American Job Center*, located at 37 Marne Street.

Advance registration is encouraged due to space limitations. To register for these no-cost workshops, please go to CTHires.com or call (203) 859-3200.

Over 40 and Looking for Work: Dec. 2 from 9 a.m. – noon

Participants will discuss the challenges and employer expectations for older workers and develop strategies to successfully mitigate possible stereotyping that may occur during the hiring process.

Interviewing Strategies & Techniques: Dec. 6 from 9 a.m. – noon

Learn interview preparation and techniques and discover the best way to respond to questions from an interviewer, how to negotiate a "win-win" package, and learn what to say and when and how to say it.

Fundamentals of Résumé Writing: Dec. 9 and Dec. 16 from 9 a.m. – noon

This workshop provides the valuable information you need to create a professional résumé.

Successful Job Search Strategies: Dec. 13 from 9 a.m. - noon

Attendees will learn useful job search strategies and gain pointers on telephone skills, networking, the hidden job market and interviewing.

Veterans' Orientation: Dec. 20 from 1 – 3 p.m.

Veterans are encouraged to participate in this workshop that covers the basics of developing an effective résumé. Topics include translating military skills and accomplishments into civilian terminology, understanding federal résumé formatting, and common résumé mistakes to avoid.

(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

An Equal Opportunity/Affirmative Action Employer



There is ample time for participants to ask questions of Hamden *American Job Center* employees who themselves served in the military.

Résumé Critiques: Résumés are reviewed, by appointment, in half hour intervals on Mondays and Fridays. Please bring a hard copy of your résumé. Receive objective and unbiased feedback to assist you in addressing problematic issues along with identifying areas for improvement. Participation in the Fundamentals of Résumé Writing workshop is recommended before scheduling a critique.

Needs Assessments: Needs assessments are conducted by appointment in 45 minute intervals, on Fridays. This workshop is a one-to-one career exploration with a Career Development Specialist reviewing individual career needs and creating an individual employment plan.

###