



August Workshops Scheduled in Hamden *CTWorks* Center

WETHERSFIELD, July 1, 2011 – Connecticut Department of Labor employees in the agency's Hamden *CTWorks* Center will offer a variety of training and employment workshops during August to assist area residents with their career needs. The no-cost workshops will be held in the office, located at 37 Marne Street. Due to space limitations, individuals interested in attending any of the workshops are asked to call the Hamden *CTWorks* Center in advance at (203) 859-3200 to register.

August 1

Interviewing Skills: This 9 a.m. to noon workshop details the various types of interviews; preparing for an interview, and how to handle those "tough questions" that a potential employer might ask. Participants will also have the chance to role play in the form of a mock interview.

VETS Information Session: This 1 to 3 p. m. information session for military veterans provides an overview of services available through the Connecticut Department of Labor and the community for veterans.

August 2

Making Sense of Retirement: Participants will learn important information about investment for retirement during this 1 to 3 p.m. workshop. At its conclusion, each participant will be able to explain the importance of setting goals for retirement, understand concepts of risk tolerance and time horizon and will also be able to describe the value of a tax-deferred investment. They will also be able to identify various investments available for retirement and appreciate the importance of diversification.

August 4

Foundations of Investing: This workshop is geared towards people who would like an overview of investing, including key terms and investment types. Foundations of Investing covers the basics features of bonds, stocks and mutual funds, as well as the importance of asset allocation. It runs from 1 to 3 p.m.

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August 5

Job Search Strategies: This 9 a.m. to noon workshop gives attendees an overview of job search strategies, as well pointers concerning telephone skills, networking, the hidden job market and interviewing

August 8

Résumé Basics: If this is the first time you are putting together a résumé -- this is the workshop to attend. It runs from 9 a.m. to noon.

VETS Information Session: This 1 to 3 p. m. information session for military veterans provides an overview of services available through the Connecticut Department of Labor and the community for veterans.

August 9

Internet Job Search: This workshop, which is scheduled from 9 to 11 a.m., will give participants an overview of job search strategies using the Internet, and will also provide them with information about the most helpful sites to visit.

August 10

Computers for Beginners: Reservations are recommended for this 9 to 11 a.m. beginner's course designed to familiarize participants with computers. Topics include hardware, software, and the operation process, including how to start up and shut down the computer.

August 12

40 + Looking for Work: Designed to address the specific needs and challenges of job seekers over 40, this 8:30 a.m. to 12:30 p.m. workshop will provide attendees with strategies to overcome age bias and successful techniques to land and keep their next job.

August 15

Myers-Brigg Workshop: In this 9 a.m. to 3 p.m. workshop, participants will learn how to conduct a personality assessment to help with their career and job choices. They will also discover their individual style, work temperament and job search strengths.

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August 22

Salary Negotiations: In this 9 a.m. to 11 a.m. workshop, participants will discuss how to determine what kind of salary they should be aiming for prior to an interview, and how to talk about the subject with a potential employer.

VETS Information Session: This 1 to 3 p. m. information session for military veterans provides an overview of services available through the Connecticut Department of Labor and the community for veterans.

August 24

Social Networking: Participants in this 9 to 11 a.m. session will learn how to use *Facebook, LinkedIn* and other technology for your job search. Security and safe practices are also included

August 25

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August 26

Job Club: Members of this group, which meets from 9 to 11 a.m., will learn how to use networking as part of their job search. They'll also pick up other worthwhile tips.

August 29

VETS Information Session: This 1 to 3 p. m. information session for military veterans provides an overview of services available through the Connecticut Department of Labor and the community for veterans.