

Free Job Seeker Workshops for July 2018

(All workshops will be conducted in Suite E-1)

DATE/ TIME	TOPIC	OTHER INFORMATION
July 10 (9:00 am – 11:00 am)	Resume Construction	In this workshop you will learn what things you need to include on your resume and what things you need to leave off. The information provided will hopefully improve your chances of getting interviews.
July 12 (9:00 am – 11:00 am)	Learn How to Interview	Come and learn some of the Do's and Don'ts of interviewing and some challenging questions that are asked on interviews and how to handle them.
July 25 (9:00am – 11:00am)	Networking	Networking is considered to be the MOST effective way to find a job. In this class you will learn about the basics of networking and how it can be the best tool in your job search tool box.
July 26 (9:00 am – 11:00 am)	Basic Computer Class	Come learn some of the basics of using a computer: -Navigating the mouse -Creating User Names and Passwords -Using the Internet -How to create and/or use email

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