

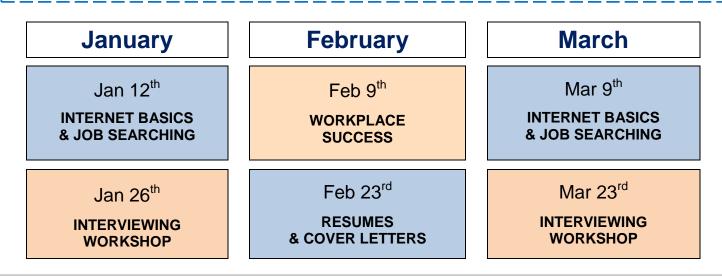
SIERRA VISTA Job Connection Center FREE WORKSHOPS

Please call <u>520-895-5993</u> to save your seat for an upcoming workshop.

2017 THURSDAY Workshops 9AM-4PM

Presentation (9am-12pm) / Lunch (12-1pm) / Hands-on-Practice (1pm-4pm)

[Bring your own lunch or go offsite]



INTERVIEWING WORKSHOP -Gain insight into the interview process & receive valuable feedback on your strengths & areas for improvement. Be prepared - perfect your elevator speech & interview skills.

RESUMES & COVER LETTERS -Learn to market you on paper! Customize & highlight your skills & qualifications! Target & tailor your cover letters to capture the employer's interest. INTERNET BASICS & JOB SEARCHING - Most job applications are digital! Most employment sites require profiles! Learn to navigate the internet to search & apply for jobs & create your employment profile.

WORKPLACE SUCCESS - Discover what employers are looking for to help employees advance up the career ladder. Learn to positively & effectively resolve workplace conflicts.

