



# June 2019

Monday	Tuesday	Wednesday	Thursday	Friday	WHAT YOU NEED TO KNOW
3 CCS 1:00pm	4 CCS Shriver Job Corp 9:00am - 1:00pm	5 CCS 9:00am	6 Networking Group 10:00am	7 Career Ready 9:00am	<p><a href="http://www.MassHireNorthCentralcc.com">www.MassHireNorthCentralcc.com</a>  M, T, W, F: 8:00am - 4:00pm  Thursday: 9:00am - 4:00pm  CLOSED SATURDAY &amp; SUNDAY  100 Erdman Way, Leominster, MA  Phone: (978) 534-1481</p> <p><a href="#">How can I get started at MassHire?</a>  Attend a Career Center Seminar (CCS)</p> <p>Participate in a workshop to access job training and learn skills to help you take the next steps in your career. Ask a Career Center staff person how to register. See the other side of this page for a guide to <a href="#">MassHire</a> workshops</p> <p><a href="#">Workshop Attendance Policy</a>  Workshops are closed 10 minutes after the scheduled start. Entry to a workshop 10 minutes after the start is not permissible.</p> <p>If you cannot attend a workshop, notify <a href="#">MassHire</a> at least 24 hours prior to the start of the workshop.</p> <p>CCS – Career Center Seminar  TABE – Test of Adult Basic Education</p>
10 Resume Basics 10:00am CCS 1:00pm	11 CCS 9:00am	12 CCS Intro to LinkedIn 9:00am - 1:30pm	13 TABE MA Rehab Overview 9:30am - 10:00am	14 Understanding Credit 10:30am	
17 CCS 1:00pm	18 CCS Shriver Job Corp 9:00am - 1:00pm	19 CCS Interviewing with Confidence 9:00am - 1:00pm	20 Networking Group 2:00pm	21 Career Ready Job Search Strategies 9:00am - 10:00am	
24 CCS 1:00pm	25 CCS 9:00am	26 CCS Using Age to Your Advantage 9:00am - 1:00pm	27 TABE 9:30am	28 Closed	

## JOB FAIRS & EVENTS

### [MassHire](#) Job Fair Coming in July!!

Over 60 local business will be represented at Great Wolf Lodge in Fitchburg, MA on Wednesday, July 17<sup>th</sup> from 9am to Noon

### Understanding Credit

A representative from American Consumer Credit Counseling (ADCC), a nonprofit credit counseling agency, will present this workshop where consumers will learn about various personal finance topics June 14<sup>th</sup> at 10:30am

## June 2019 Workshop Guide

Which workshop is right for me?

I need to....

Recommended workshop

- Learn how to prepare for an interview
- Refresh my interviewing skills



Interviewing with Confidence  
June 19<sup>th</sup> at 1:00pm

- Learn about LinkedIn as a networking tool
- Set up and use my LinkedIn account



Introduction to LinkedIn  
June 12<sup>th</sup> at 1:30pm

- Explore alternative Job search strategies
- Diversify my job search activities



Job Search Strategies  
June 21<sup>st</sup> at 10:00am

- Expand my job seeker network
- Learn from other's job search experiences



Networking Group  
June 6<sup>th</sup> at 10:00am and June 20<sup>th</sup> at 2:00pm

- Choose the right resume format for me
- Know what info should be in my cover letter



Resume Basics  
June 10<sup>th</sup> at 10:00am

- Leverage my experience into an advantage
- Learn to combat ageism during interviews



Using Age to Your Advantage  
June 26<sup>th</sup> at 1:00pm