

# Workshops



# 2017

## RESUME 101— PART 1

Friday(s), May 05 and 26, 2017      10 AM  
May 12, 2017                              2 PM

The purpose of the resume is to get the interview...are YOU getting the interview? Learn about the right resumes and cover letters for YOU to stand out! Obtain the tools that empower YOU to write, update or complete your resume.

## INTERVIEWING SKILLS

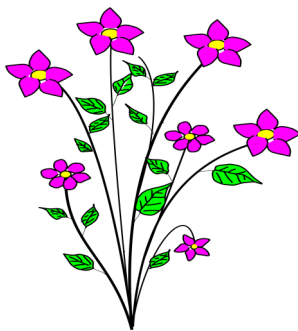
Friday(s), May 12 & 19, 2017      10 AM  
May 05 & 26, 2017                  2 PM

Prepare for the interview! Learn how to answer most common interview questions.

## JOB SEARCH TECHNIQUES

Friday, May 19, 2017                      2 PM

Best practices to find employment.



**VERDUGO JOBS CENTER**

**1255 South Central Ave.**

**Glendale, CA 91204**

**818-409-0441**

**Workshops**

May

**2017**

# Calendar At—A—Glance

S	M	T	W	TH	F	SAT
	1.	2.	3.	4.	5. Resume 101-Part 1 10 AM Interviewing Skills 2 PM	6.
7.	8.	9.	10.	11.	12. Interviewing Skills 10 AM Resume 101-Part 1 2 PM	13.
14.	15.	16.	17.	18.	19. Interviewing Skills 10 AM Job Search 2 PM	20.
21.	22.	23.	24.	25.	26. Resume 101-Part 1 10 AM Interviewing Skills 2 PM	27.
28.	29. OFFICE CLOSED	30.	31.			

**The workshops offered at the Verdugo Jobs Center only require that participants be registered on Caljobs: [www.caljobs.ca.gov](http://www.caljobs.ca.gov) .**  
**To sign-up for a workshop please call: 818-409-0441.**

**The Verdugo Jobs Center is a proud partner of...**



This WIOA financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.  
TTY 818-409-7236.