


February 2018 www.ccnm.com

<p>Back by Popular Demand!!! Building Computer Confidence</p> <p>Introduction to computers, for those with little or no experience. This workshop provides information on basic computer terms as well as how to save a word document. 2/28 at 1:00pm</p>	<p>New this month! Working with Staffing Agencies</p> <p>Staffing agencies play an important role in getting you in the door to many companies. A panel of staffing agency professionals from a variety of industries will answer questions about the recruitment process. 2/22 at 1:30pm</p>
<p>Registration Process</p> <ul style="list-style-type: none"> • First Attend a Career Center Seminar. • For additional workshops register with a Career Center Staff Member. • Some workshops may have prerequisites. 	<p>Workshop Policies</p> <ul style="list-style-type: none"> • Workshops are closed 10 minutes after the scheduled start – latecomers will not be allowed to enter workshop after 10 minutes. • Please notify us at least 24 hours prior to start of workshop if you cannot attend.
 <p>MA Rehabilitation Commission Information Session</p> <p>Information about a Vocational Rehabilitation Program to assist individuals with disabilities to obtain and maintain employment. Please call and register for Info Session or call (978) 345-1713. Thursday, 2/1 at 10:00am</p>	<p>Shriver Job Corp  (978) 534-1481 ext 267</p> <p>Vocational training in today's top career fields for eligible youth ages 16-24. Friday, 2/2 and 2/16 2:30pm – 4:00pm To Schedule please call Shriver Job Corps</p>
<div style="display: flex; justify-content: space-around; align-items: center;">   </div> <p style="text-align: center;">Websites for Job Search with Links</p>	

HOURS OF OPERATION

<p>Leominster M, T, W, F 8:00am - 4:00pm Thursdays 9:00am to 4:00pm</p> <p>100 Erdman Way, Leominster, MA Phone: (978) 534-1481</p>	 <p>MASSACHUSETTS ONE-STOP CAREER CENTERS</p> <p>A proud partner of the americanjobcenter network</p>
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North Central Career Center is an Equal Opportunity Employer/Program.
 Auxiliary Aids/Services Are Available Upon Request to Individuals with Disabilities.

<p style="text-align: center;">Workshops this Month</p>
<p>Career Center Seminar (CCS) Overview of Career Center services is the first step for all new members.</p> <p style="text-align: right;">➤ Leominster: Mondays 5,12,26 1:00pm – 3:00pm Tuesday 6,13,27 9:00am – 11:00am Tuesday 20 1:00pm to 3:00pm Wednesday 7,14,21,28 9:00am – 11:00am</p>
<p style="text-align: center;">Job Search Journey</p> <p>Learn about common themes dealing with job loss and how to overcome pitfalls of job search.</p> <p style="text-align: right;">➤ Leominster: 2/8 1:00pm to 2:30pm</p>
<p style="text-align: center;">Using LinkedIn 2/14 1:00pm</p> <p>Using LinkedIn as a networking tool. 70% of people were hired at a company where they had a connection.</p>
<p style="text-align: center;">Using Age to Your Advantage</p> <p>Mature job seekers stereotypes. This workshop discusses stereotypes, offers advice for overcoming barriers and how to modify your job search, turning your "experience" into an advantage. 2/21 at 1:00</p>
<p style="text-align: center;">Resume and Cover Letter Basics</p> <p>Learn what the basic components of a resume and cover letter are, and gain an understanding of the formatting for the resume and cover letter. 2/7 at 1:00pm</p>
<p style="text-align: center;">Interviewing With Confidence</p> <p>This workshop introduces strategies for interview preparation, the interview itself, and post-interview techniques. 2/15 at 1:00pm</p>
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