

Hartford Goodwill Career Center; 315 New Park Avenue, Hartford, CT 06106 (860) 856-2301

Hours of Operation: Monday, Tuesday, Thursday, & Friday: 8am-6pm; Wednesday: 8am-8pm; and Saturday & Sunday: Closed

Career Center Calendar - March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Don't see what you are looking for? Workshops may additionally be scheduled by individualized appointment. Call today!</p>	<p>27 10:00 Resume Writing 4:00 Customer Service</p>	<p>28 10:00 Networking 4:00 Application</p>	<p>1 11:30 Interview Skills 4:00 Teen Employment</p>	<p>2 1:30 Starting a Career Change 3:00 Internet and Email Basics</p>	<p>3 12:00 Resume Writing 4:00 Interview Skills</p>	<p>Need your diploma? Ask about our morning & evening GED Classes offered twice a week!</p>
<p>5 CLOSED</p>	<p>6 10:00 Resume Writing 2:00 Pre-Employment Assessment</p>	<p>7 10:00 Microsoft Word 4:00 Microsoft Excel</p>	<p>8 10:00 Success in the Workplace 2:00 Pre-Employment Assessment</p>	<p>9 10:00 Strategies for Job Seekers 50+ 2:00 Internet & Email Basics</p>	<p>10 12:00 Resume Writing 3:00 Customer Service</p>	<p>11 CLOSED</p>
<p>12 CLOSED</p>	<p>13 10:00 Resume Writing 2:00 Mobile Technology</p>	<p>14 10:30 Cover Letter & Reference 4:00 Internet & Email Basics</p>	<p>15 10:00 Interview Skills 1:00 Starting a Career Change</p>	<p>16 11:00 Money Management 2:00 Application</p>	<p>17 12:00 Resume Writing 3:00 LinkedIn</p>	<p>18 CLOSED</p>
<p>19 CLOSED</p>	<p>20 10:00 Resume Writing 2:00 Application</p>	<p>21 10:00 Success in the Workplace 4:00 Networking</p>	<p>22 11:00 Money Management 3:00 Interview Skills</p>	<p>23 10:00 MS PowerPoint 4:00 Microsoft Excel</p>	<p>24 12:00 Resume Writing 2:00 Career Achieving</p>	<p>25 CLOSED</p>
<p>26 CLOSED</p>	<p>27 10:00 Resume Writing 4:00 Customer Service</p>	<p>28 10:00 Networking 4:00 Application</p>	<p>29 11:30 Interview Skills 4:00 Teen Employment</p>	<p>30 11:30 Pre-Employment Assessment 1:30 Starting a Career Change</p>	<p>31 12:00 Resume Writing 10:30 Cover Letter & Reference</p>	<p>1 CLOSED</p>

Interested in learning Spanish, English, German, Mandarin Chinese or French? The Goodwill Career Centers offer use of Living Language!

Need to refresh your computer skills? Interested in learning Microsoft Word, Excel or PowerPoint? Contact us about how you can obtain a Certificate of Proficiency in Microsoft!

Workshops are offered free of charge and run for approximately 30 minutes!! To register please contact the Career Center at (860) 856-2301 or careercenter@gwct.org

Goodwill Centro de Carreras; 315 New Park Avenue, Hartford, CT 06106 (860) 856-2301

Horas De Operación: Lunes, Martes, Jueves y Viernes: 8:00 am-6:00pm; Miércoles: 8:00am-8pm Sábados y Domingo: Cerrado

Calendario del Centro de Carreras - Marzo 2017

Domingo	Lunes	Martes	Miércoles	Jueves	Viernes	Sábados
No encuentras lo que estas buscando? Los talleres en adicional pueden ser por cita. Llamanos para una cita.	27 10:00 Hoja de Vida 4:00 Servicio al Cliente	28 10:00 Redes Sociales 4:00 Aplicaciones	1 11:30 Habilidades de Entrevista 4:00 Empleo de Adolescentes	2 1:30 Iniciando un Cambio de Carrera 3:00 Concepto basico de internet y correo electronico	3 12:00 Hoja de Vida 4:00 Habilidades de Entrevista	Necesitas su diploma? Pregunte por nuestras clases de GED. Se ofrecen dos veces a la semana en la mañana y la tarde!
5 CERRADO	6 10:00 Hoja de Vida 2:00 Evaluación pre Empleo	7 10:00 Microsoft Word 4:00 Microsoft Excel	8 10:00 Exito en el Trabajo 2:00 Evaluación pre empleo	9 10:00 Buscadores de Empleo 50+ 2:00 Internet y Correo Electrónico	10 12:00 Hoja de Vida 3:00 Servicio al Cliente	11 CERRADO
12 CERRADO	13 10:00 Hoja de Vida 2:00 Tecnología móvil	14 10:30 Carta de Presentacion y Referencias 4:00 Internet y Correo Electrónico	15 10:00 Habilidades de Entrevista 1:00 Iniciando un Cambio de Carrera	16 11:00 Manejo de Dinero 2:00 Aplicaciones	17 12:00 Hoja de Vida 3:00 LinkedIn	18 CERRADO
19 CERRADO	20 10:00 Hoja de Vida 2:00 Aplicaciones	21 10:00 Exito en el Trabajo 4:00 Redes Sociales	22 11:00 Manejo de Dinero 3:00 Habilidades de Entrevista	23 10:00 MS PowerPoint 4:00 Microsoft Excel	24 12:00 Hoja de Vida 2:00 Transformar la busqueda de empleo en logro de carrera	25 CERRADO
26 CERRADO	27 10:00 Hoja de Vida 4:00 Servicio al Cliente	28 10:00 Redes Sociales 4:00 Aplicaciones	29 11:30 Habilidades de Entrevista 4:00 Empleo de Adolescentes	30 11:30 Evaluación pre empleo 1:30 Iniciando un Cambio de Carrera	31 12:00 Hoja de Vida 10:30 Carta de Presentacion y Referencias	1 CERRADO

Desea aprender Inglés, Mandarín (Chino), Alemán o Francés? En los Centros de Carreras de Goodwill, puedes aprenderlos usando el Programa Living Language!

Necesitas refrescar sus habilidades en la computadora? Estas interesado en aprender Microsoft Word, Excel o PowerPoint? Llamanos para obtener informacion en el Certificado de Competencia en Microsoft!

Los talleres se ofrecen de forma gratuita, y una duración de aproximadamente 30 minutos. Para registrarse por favor póngase en contacto con nosotros al: (860) 856-2301 o careercenter@gwct.org



CAREER CENTERS

We Put People to Work.

Bridgeport

165 Ocean Terrace
Phone: (203) 581-5040

Brookfield

165 Federal Road
Phone: (203) 775-6861

Enfield

53 Palomba Drive
Big Y Plaza
Phone: (860) 749-6937

Greenwich

1143 East Putnam Avenue
Phone: (203) 983-7340

Hartford

315 New Park Avenue
Phone: (860) 856-2301

Monroe

252 Monroe Turnpike
Phone: (203) 445-0884

Norwalk

15 Cross Street
Phone: (203) 840-0361

Torrington

1849 East Main Street
Phone: (860) 489-8670

Waterbury

943 Wolcott Street
Phone: (203) 596-1216

Westport

1700 Post Road East
Phone: (203) 259-3943

Free Job Search Help Is Here!

Goodwill Career Centers are waiting to help you prepare for, find and land the job you want. Our coaches use a one-on-one approach tailored to each client, and all services are completely FREE.

Visit your local Career Center to:

- Strengthen your résumé
- Access local & online job openings
- Practice your interview skills
- Improve your computer skills
- Get connected to community resources
- Learn a second language
- Earn your GED (at select locations)

Get a competitive edge with our career-based workshops:

- Interview Skills & Proper Attire
- Teen Employment Workshop
- Job Search, Internet & E-mail Basics
- Strategies for Job Seekers over 50
- Workplace Success & Leadership

Last year, Goodwill helped over 2,000 Connecticut residents find work. Stop by your local Goodwill, and let us help you today!



www.gwct.org/career-centers