

**Job Hunter Workshop Series
No Pre-Registration Necessary!**

**5411 East Mill Plain Blvd., Ste 15
Vancouver, WA 98661
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Please be Prompt for Workshops

**Job Search Strategies	**Skills and Abilities
<p>Successful job search in 2012 is possible! Learn about effective job search techniques, researching and targeting employers, the hidden job market and networking tools.</p> <p>This hands on class will allow you to explore WorkForce Explorer, Jobfit, or LinkedIn.</p>	<p>Learn new ways to identify your skills, abilities and interests, and how to market them to potential employers.</p> <p>This class offers individual and group activities and assistance in creating a 60-second commercial.</p>
**Resume 1 & Cover Letters	**Resume 2 - Lab
<p>Learn what makes a good resume and how it can set you apart from the competition.</p> <p>This class will give you the employer's perspective of your resume and concrete ways to get their attention. Includes time to create a core resume on paper.</p> <p><i>(Suggestion: Take Skills & Abilities first)</i></p>	<p>Open computer lab that is <i>self directed</i> with assistance to improve or target your resume for a specific job or industry.</p> <p>Bring your master resume in on a floppy disk, jump drive or in your e-mail and a job announcement/job description.</p> <p><i>(Suggestion: Take Resume 1 & Cover Letters)</i></p>
**Interviewing Techniques	**Perfecting Applications
<p>Are certain interview questions hard for you? Do you have trouble tooting your own horn?</p> <p>Are there events in your employment or personal history that might raise red flags with potential employers? Do interviews just plain make you nervous?</p> <p>This class will give you the tools you need to prepare for your next interview!</p> <p><i>(Suggestion: Take Skills & Abilities first & Please dress for an interview)</i></p>	<p>Learn effective methods for filling out employment applications – both on paper and online.</p> <p>This class gives you hands on experience filling out an online application and offers you the chance to see what employers see when you submit your application.</p>
<p style="text-align: center;">**</p> <p>Indicates classes that count as a valid job search contact for Unemployment Insurance</p> <p style="text-align: right;">You may count the class only ONE time.</p>	