

**FOR CANCELLATIONS ONLY,
CALL**

(516) 797 - 4198

August 2019 Employability Workshops

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Resume Writing Hicksville, 9:30-12:30 PF	2 Proven Ways to Land a Job in 2019 Massapequa, 9:30-12:30 RS
5 New Job Transition, Retention and Advancement Soft Skill Focus Hicksville, 9:30-12:30 RS	6 Effective Interview Skills-Part 1 Hicksville, 9:30-12:30 PF	7	8 Resume Writing Hicksville, 9:30-12:30 PF	9 Developing a Positive Attitude Hicksville, 9:30-12:30 RS
12 Networking Hicksville, 9:30-12:30 RS	13 Effective Interview Skills-Part 2 Hicksville, 9:30-12:30 PF	14 Basic and Advance Salary Negotiations Techniques Massapequa, 9:30-12:30 RS	15 Resume Writing Hicksville, 1:00-4:00 PF	16 Job Search Strategies for Mature Workers Massapequa, 9:30-12:30 PF
19 Identifying Companies that are Hiring Hicksville, 1:00-4:00 RS	20 Reimagining Second Half Careers for Older Workers Part 1 Massapequa, 9:30-12:30 GL	21 Job Search Letters that Get Results Massapequa, 9:30-12:30 PF	22 Resume Writing Hicksville, 9:30-12:30 PF	23 Effective Job Search Planning Hicksville, 9:30-12:30 PF
26	27 Communications and the Job Search Hicksville, 1:00-4:00 GL	28 Reimagining Second Half Careers for Older Workers Part 2 Massapequa, 9:30-12:30 GL	29 Resume Writing Hicksville, 9:30-12:30 PF	30

Workshop Policy: Workshops will begin on time; therefore if you are more than 15 minutes late for a workshop you may be refused entry to that workshop. Please cancel if you are unable to attend. If you do not show you will need to meet with a counselor before taking any future workshops. Some workshops require the completion of prerequisites prior to enrollment. Please check with staff.

Visit us at: www.thewp.org

July 17, 2019

**Hicksville Career Center
301 W. Old Country Rd
Hicksville, NY 11801**

**Massapequa Career Center
977 Hicksville Rd
Massapequa, NY 11758**