

**FOR CANCELLATIONS ONLY,
CALL**

(516) 797 - 4198

September 2019 Employability Workshops

I Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5	6 Communications and the Job Search Massapequa, 9:30-12:30 GL
9 Effective Interview Skills-Part 1 Massapequa, 9:30-12:30 PF	10	11 Reimagining Second Half Careers for Older Workers Part 1 Massapequa, 9:30-12:30 GL	12 Resume Writing Hicksville, 9:30-12:30 PF	13 Developing a Positive Attitude Hicksville, 9:30-12:30 RS
16 Job Search Letters that Get Results Hicksville, 1:00-4:00 PF	17 New Job Transition, Retention and Advancement Soft Skill Focus Massapequa, 9:30-12:30 RS	18 Effective Interview Skills-Part 2 Massapequa, 9:30—12:30 PF	19 Resume Writing Hicksville, 1:00-4:00 PF	20 Identifying Companies that are Hiring Massapequa,9:30-12:30 RS
23 Networking Hicksville, 9:30-12:30 RS	24 Reimagining Second Half Careers for Older Workers Part 2 Massapequa, 9:30-12:30 GL Job Search Strategies for Mature Workers Massapequa, 1:00-4:00 PF	25 Proven Ways to Land a Job in 2019 Massapequa, 9:30-12:30 RS	26 Resume Writing Hicksville, 9:30-12:30 PF	27 Effective Job Search Planning Massapequa, 9:30-12:30 PF
30 Basic and Advance Salary Negotiations Techniques Hicksville, 9:30-12:30 RS				

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

August 23, 2019

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

Massapequa Career Center
977 Hicksville Rd
Massapequa, NY 11758