

**FOR CANCELLATIONS ONLY,
CALL**

(516) 797 - 4198

March 2020 Employability Workshops

Monday	Tuesday	Wednesday	Thursday	Friday
2 Effective Interview Skills-Part 1 Hicksville, 9:30-12:30 PF	3 Reimagining Second Half Careers for Older Workers Part 1 Massapequa, 9:30-12:30 GL	4	5 Developing a Positive Attitude Massapequa, 9:30-12:30 RS	6 Identifying Companies that are Hiring Massapequa, 9:30-12:30 RS
9	10 Networking Massapequa, 9:30-12:30 RS	11 Communications and the Job Search Massapequa, 9:30-12:30 GL	12 Resume Writing Hicksville, 9:30-12:30 PF	13
16 Effective Interview Skills-Part 2 Hicksville, 9:30-12:30 PF	17 New Job Transition, Retention and Advancement Soft Skill Focus Massapequa, 9:30-12:30 RS	18 Job Search Letters that Get Results Massapequa, 9:30-12:30 PF	19 Resume Writing Hicksville, 1:00-04:00 PF	20 Job Search Strategies for Mature Workers Hicksville, 9:30-12:30 PF
23	24 Effective Job Search Planning Massapequa, 9:30-12:30 PF	25 Reimagining Second Half Careers for Older Workers Part 2 Massapequa, 9:30-12:30 GL	26 Resume Writing Hicksville, 9:30-12:30 PF	27 Proven Ways to Land a Job In 2020 Massapequa, 9:30-12:30 RS
30	31 Basic and Advance Salary Negotiations Techniques Massapequa, 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

February 20, 2020

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

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