


FOR CANCELLATIONS ONLY,  
CALL

(516) 797 - 4560

# OCTOBER 2022 Workshops

Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5 Resume Writing 9:30-12:30 Hicksville	6 Goggle.Doc 1:00-4:00 Hicksville	7 Resume Critique Session 9:30-11:45
10 Both Offices Closed Columbus Day 	11 Beginning Word 1:00-4:00 Massapequa	12 Resume Writing 9:30-12:30 Massapequa	13 Job Search Strategies for Mature Workers 9:30-12:30 Hicksville	14 Resume Critique Session 9:30-11:45
17 Beginning Social Networking In Your Job Search 10:30-1:30 Massapequa	18 Effective Interview Skills 9:30-12:30 Massapequa	19 Resume Writing 9:30-12:30 Hicksville	20 LinkedIn 10:30-1:30 Hicksville	21 Resume Critique Session 9:30-11:45
24 Using Social Networking In Your Job Search 10:30-1:30 Massapequa	25 Beginning Excel 1:00-4:00 Massapequa	26 Resume Writing 9:30-12:30 Massapequa	27 QuickBooks 1:00-4:00 Massapequa	28 Resume Critique Session 9:30-11:45
31				

**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](http://www.thewp.org)

September 16, 2022

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

Massapequa Career Center  
977 Hicksville Rd  
Massapequa, NY 11758