

**FOR CANCELLATIONS ONLY
CALL**

(516) 797 – 4560

APRIL 2025 Workshops

Monday	Tuesday	Wednesday	Thursday	Friday
	1 Unlocking Opportunities: Navigating NYS Civil Service Applications 2:30-4:00 Hicksville NYS	2	3 Introduction to Quick Books 1:00 – 4:00 Virtual Zoom DD	4
7 Beginning Word 10:30 - 1:30 Massapequa CNG Job Search Planning 9:30-12:12:30 Hicksville PF	8 Intermediate Quick Books 1:00 – 4:00 Virtual Zoom DD	9 Resume Writing 9:30 - 12:30 Hicksville PF	10 Beginning Excel 10:30 - 1:30 Hicksville CNG	11 Resume Critique Session 9:30 – 1:15 Hicksville PF
14 Effective Interview Skills 9:30 - 12:30 Hicksville PF Google.Doc 1:00 – 4:00 Virtual Zoom DD	15 Social Networking In Your Job Search 10:30 - 1:30 Hicksville, CNG	16 Resume Writing 9:30 - 12:30 Massapequa PF	17 Networking 9:30 - 12:30 Hicksville PF Linkedin 10:30 – 1:30 Massapequa CNG	18 Resume Critique Session 9:30 – 1:15 Massapequa PF
21 Job Search Letters That Get Results 9:30-12:30 Hicksville PF Basic Computer Training 9:30 - 12:30 Massapequa CG	22 Intermediate Excel 10:30 – 1:30 Massapequa CNG Interview Practice Sessions 9:30 - 12:30 Hicksville, PF	23 Resume Writing 9:30 - 12:30 Hicksville PF	24 Power Point 1:00 – 4:00 Virtual Zoom DD	25 Resume Critique Session 9:30 - 1:15 Hicksville PF
28 Job Search Strategies Mature Workers 9:30 - 12:30 Hicksville PF	29	30 Resume Writing 9:30 - 12:30 Massapequa PF		

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

Massapequa Career Center
977 Hicksville Rd
Massapequa, NY 11758

www.thewp.org
February 27, 2025