



NCWorks
CAREER CENTER

Workshops for Lexington & Thomasville

Job Readiness Workshop:

- Get the basics of finding a job. Everything from updating your resume, to interviewing, to follow-up. If you are struggling finding a job, this is the workshop to get you started!

Resume Workshop / Lab:

- Take what you learned about resumes in the Job Readiness Workshop, and use it to create, or improve, your resume. A poor resume is the easiest way to get passed over for a job.

Job Scan:

- Bring in your completed resume, and your desired job description, to run through a computer program to see what key words and skills are missing. This will help ensure your resume gets through an Applicant Tracking System.

Interview Techniques:

- Learn how to prepare for a successful interview. Get suggestions for answering questions, how to dress and more. Being prepared is the first step. Interviewing is the key to getting the job!

Mock Interviews:

- If you are *serious* about getting a job you need to come to this workshop! Staff will help prepare you in presenting yourself at your interview, giving you suggestions for answering the tough questions and following up.

LEXINGTON					
Job Readiness	Monday	April 2, 9, 16, 23 & 30	May 7, 14 & 21	June 4, 11, 18 & 25	1:30
	Wednesday	April 4, 11, 18 & 25	May 2, 9, 16, 23 & 30	June 6, 13, 20 & 27	10:00
Interview Techniques	Tuesday	April 3 & 17	May 1, 15 & 29	June 12 & 26	10:00
Mock Interview	Thursday	April 5 & 19	May 3, 17 & 31	June 14 & 28	10:00
Resume Workshop / Lab	Tuesday	April 10 & 24	May 8 & 22	June 5 & 19	10:00
Job Scan	Thursday	April 12 & 26	May 10 & 24	June 7 & 21	1:30
THOMASVILLE					
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