



August 2010

OUR DOOR IS OPEN.....PLEASE VISIT US SOON!

Monday - Friday 8:30-4:30

www.worksource1.com

1001 Eleventh Street ♦ Niagara Falls, NY 14301

Job Seekers ♦ 278-8108

Business Services ♦ 278-8109

Fax ♦ 278-8158

Monday	Tuesday	Wednesday	Thursday	Friday
<p>2</p> <p><u>Mature Worker Career TRANSITIONS</u> 10:00</p> <p>Job Club 12:00</p>	<p>3</p> <p><u>Carpenters Local Union 289</u> Carpenter Apprenticeships 9:00 - 12:00 (Come PREPARED to complete application & take math test.)</p> <p><u>Training Info. Session</u> 1:00</p> <p>Resume Review by Appointment</p>	<p>4</p> <p>Interview Skills to Win the JOB 10:00</p> <p>Resume Review by Appointment</p>	<p>5</p> <p><u>Breakfast Club</u> 10:00 <i>Combined Insurance</i></p> <p> POD GROUP 12:00-1:30</p>	6
<p>9</p> <p><u>Mature Worker Career TRANSITIONS</u> 10:00</p> <p>Job Club 12:00</p>	<p>10</p> <p>Cover Letter Basics 11:00</p> <p>Resume Review by Appointment</p>	<p>11</p> <p>Discover LinkedIn for Networking - 10:00</p> <p>Resume Review by Appointment</p>	<p>12</p> <p> POD GROUP 12:00-1:30</p>	13
<p>16</p> <p><u>Mature Worker Career TRANSITIONS</u> 10:00</p> <p>Job Club 12:00</p>	<p>17</p> <p><u>Training Info. Session</u> 1:00</p> <p>Resume Review by Appointment</p>	<p>18</p> <p>Interview Skills to Win the JOB 10:00</p> <p>Victory Staffing 1:30 - 3:00</p> <p>Resume Review by Appointment</p>	<p>19</p> <p> POD GROUP 12:00-1:30</p>	20
<p>23</p> <p>Job Club 12:00</p>	<p>24</p> <p>Victory Staffing 11:00-12:00</p>	<p>25</p> <p>Resume Review by Appointment</p>	<p>26</p> <p> POD GROUP 12:00-1:30</p>	<p>27</p> <p><u>Open Recruitment</u> Manpower Staffing 1:00</p>
<p>30</p> <p><u>Mature Worker Career TRANSITIONS</u> 10:00</p> <p>Job Club 12:00</p>	<p>31</p> <p><u>Training Info. Session</u> 1:00</p> <p>Resume Review by Appointment</p>			

TRAINING INFORMATION SESSION - This session, held every other **Tuesday**, by Niagara County Employment & Training is your **first step** towards being considered for Workforce Investment Act (WIA) funding if you are thinking about attending a training program. Niagara County's guidelines and training criteria will be reviewed and explained, and if appropriate, an appointment will be made with a Career Advisor for further assessment and recommendation for funding. *Information packet and registration required.*

MEDICAL OPTIONS FOR THE UNINSURED – PRESENTED BY FIDELIS CARE NEW YORK

If you have NO health insurance or are at risk for LOSING your health insurance, **COME AND MEET WITH FIDELIS TODAY!** Staff members from Fidelis Care New York will answer your questions on how to affordably keep yourself and your family healthy this year. *Fidelis will be available at Niagara's WorkSourceOne the 2nd Tuesday of each month.*

BREAKFAST CLUBS - Enjoy a free Breakfast while you learn more about the company and the opportunities available there. Come prepared to complete an application. The company may also choose to do screening interviews, so proper dress is encouraged. If you have a resume and reference sheet, **BRING** them! If you do not, ASK US how you can get them!

METRIX E-LEARNING - Provides over 5,000 **NO COST** on line courses and assessments from NY Wired for Education. Verify existing skills with Proveit! or update your skills with Skillsoft or Medcom. To learn more call Louise at 278-8243.

RESUME REVIEW - Your resume is a vital tool in the job search process. **Is yours DOING ITS JOB?** Appointments are available with staff to review your **current, typed** resume, cover letter, and reference sheet...**the entire package!** Use our Resource Room the same day to make changes and ask our staff how your resume can be added to our Resume Bank.

MATURE WORKER CAREER TRANSITIONS – Examine your acquired skills and experience. Overcome perceived obstacles. Learn to compete in today's market. Maintain a positive outlook. Discover new facets of your career.

REMEMBER TO SIGN UP FOR THE ABOVE ACTIVITIES

ALSO AVAILABLE

PROFESSIONAL OPPORTUNITY DEVELOPERS GROUP (POD) – Meet in a group setting with other job seekers who recently held a mid to upper level management position and were responsible for supervising people and programs. Help each other network, develop new contacts & leads, and learn today's strategies for success in gaining employment.

JOB CLUB – Weekly discussion series open to anyone who is serious about maximizing the effectiveness of their job search activities.

JOB SEEKER MESSAGE CENTER – Available for job seekers who have **NO** other way for employers to contact them. A designated phone number may be used on your resume and job applications. You must come in and check your messages on a regular basis. This number is for employer contact only.

E-MAIL NOTIFICATION & RESUME BANK – Increase your job leads by receiving all job orders obtained by One-Stop staff through e-mail. Also, place your resume from a Word document into our internal database. Great ways to connect with employers.

MEN'S CLOTHES CLOSET – Apparel is available for job interviews or job retention purposes.

CAREER COUNSELORS – Schedule appointments to develop a job search plan, expand job search techniques, identify skills and explore career options.