

APRIL 2016

Calendar of Events

All workshops are free and open to the public. Please sign up in advance. Space is limited so reserve yours today!

Call us today at
802-885-2167!

◆ Register with us online at www.vermontjoblink.com to search for local jobs or create a resume



VDOL CAREER
RESOURCE CENTER
56 MAIN STREET
SUITE 101
SPRINGFIELD, VT
05156

OFFICE HOURS:
MONDAY-THURSDAY
7:45 TO 4:30
FRIDAY

WEEKLY WORKSHOPS

TUESDAYS RESUME WRITING 9:00-10:00 am

This workshop is designed to help job seekers learn how to write an effective resume. Participants will gain the skills and knowledge needed to create this essential tool for an effective job search.

WEDNESDAYS JOB READINESS 8:45-9:30 am

Job Readiness is a weekly job search group, covering topics such as job search skills, professional behavior, networking, finding and using local resources, achieving workplace success, time management, assessing your interests, and much more! Call ahead to learn the topic of the week!

THURSDAYS INTERVIEWING SKILLS 10:00-11:00 am

Our Interviewing Skills workshop prepares job seekers for all the aspects of the interview process, from how to prepare, how to answer difficult questions, all the way to how to follow up after the interview.

FEATURED EVENTS

APRIL 13th & 27th WIOA ORIENTATION 2:00-3:00 pm

Interested in VDOL's training programs? Looking for opportunities to take classes, earn a certificate, or train on the job? Come to the Workforce Innovation & Opportunity Act Orientation for more information about options you may qualify for! Call us at 802-885-2167 or ask at the front desk to pre-register.

APRIL 13th COWORX HIRING EVENT 9:00 am-12:00 pm

CoWorx Staffing Services is recruiting for Sturm Ruger, a firearms manufacturer in Newport, NH. Over 50 positions are available! Please stop by to fill out an application and meet with a CoWorx representative.

APRIL 22nd COMPUTER BASICS WORKSHOP 10:00 am-11:00 am

This monthly workshop is designed for those who are new to using computers, introducing participants to the basic components of a computer and how to conduct a simple job search.

APRIL 27th RIVER VALLEY EMPLOYMENT FAIR 1:00-5:00 pm

This event takes place at Riverside Middle School in Springfield, VT. Jobseekers are invited to attend the 5th Annual River Valley Employment Fair, sponsored by the River Valley WIB. More details on the back!

Events listed are subject to change. Please call ahead of time if you plan on attending an event.

THIS MONTH'S FEATURE: The Fifth Annual River Valley Employment Fair

What does the Career Resource Center Offer?

- ◇ Five computers, free for anyone to use for employment-related purposes
- ◇ Faxing, copying, printing, and scanning
- ◇ Trained staff to help you with your job search and career choices
- ◇ Assistance with writing resumes and cover letters
- ◇ Hiring events for local employers
- ◇ Information about training and education resources

Are you an employer interested in holding a hiring event in our office? Please contact us at 802-885-2167 to set up a date and time!

Attention jobseekers! The 2016 River Valley Employment Fair will take place on Wednesday, April 27th from 2:00 to 5:00 pm at the Riverside Middle School gym, located at 13 Fairground Rd in



Springfield, VT. This event is aimed at connecting local job seekers with seasonal and permanent jobs in our area and to showcase resources and training programs that will help job seekers attain employment.

The River Valley Employment Fair is sponsored in part by the River Valley Workforce Investment Board (WIB), the Vermont Department of Labor, the River Valley Technical Center, the Springfield Regional Development Corporation, and Creative Workforce Solutions. Springfield Medical Care Systems is sponsoring the event.

For additional information, please call 802-885-8310 or visit <http://tinyurl.com/RV-WIB-Fair>. Employers interested in registering for the event can email Suzanne Groenewold at groenewold@rvtc.org.

APRIL 2016 CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5 Resume Workshop 9:00-10:00 am	6 Job Readiness 8:45-9:30 am	7 Interview Workshop 10:00-11:00 am	8	9
10	11	12 Resume Workshop 9:00-10:00 am	13 Job Readiness 8:45-9:30 am CoWorx Hiring Event 9:00 am-12:00 pm WIOA Orientation 2:00-3:00 pm	14 Interview Workshop 10:00-11:00 am	15	16
17	18	19 Resume Workshop 9:00-10:00 am	20 Job Readiness 8:45-9:30 am	21 Interview Workshop 10:00-11:00 am	22 Computer Basics 10:00 am-12:00 pm	23
24	25	26 Resume Workshop 9:00-10:00 am	27 Job Readiness 8:45-9:30 am WIOA Orientation 2:00-3:00 pm	28 Interview Workshop 10:00-11:00 am	29	30

Hiring Events are highlighted in **bold**. Events listed are subject to change. Please call ahead of time if you plan on attending an event.