

BERGEN ONE-STOP CAREER CENTER

60 State Street
Hackensack, NJ 07601

201.329.9600

Visit our websites at: www.onestopbwc.org www.wnjp.in.org

February 2012

Information/Re-employment Orientation (RO)

Every Monday, Tuesday and Thursday 9:00 AM and 1:00 PM

Friday, February 17, *Spanish Only* – 9:00 AM

Professional Service Group (PSG)

Every Tuesday and Thursday – 1:00 PM – Room 202C

Workshops

Interview Skills

Monday, February 6, 1:00 PM – Room 301

Marketing Yourself with a Winning Resume

Tuesday, February 7, 10:00 AM – Room 302

Friday, February 24, 9:00 AM – Room 301 Sp.

Wednesday, February 29, 10:00 AM – Room 302

Transferable Skills

Thursday, February 9, 9:00 AM – Room 302

Effective Job Search

Friday, February 10, 1:00 PM – Room 202C

Friday, February 24, 1:00 PM – Room 301

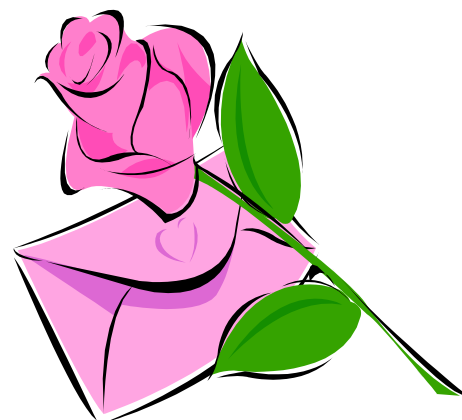
Internet Job Search

Wednesday, February 15, 1:00 PM – Room 201

Tuesday, February 28, 1:00 PM – Room 201

Interview Role Play

Thursday, February 16, 10:00 AM – Room 302



Closed Monday February 20, 2012 – Presidents' Day

FEB

* Workshop

Prior registration is required for all workshops.

HOURS OF OPERATION: *8:30 AM to 4:30 PM, Monday through Friday

Information Session/Re-Employment Orientation (RO): Required session to become familiar with the services available.

PSG: Professional Service Group. Self-help volunteer organization for professional level job seekers, hosted by the NJ Department of Labor.

CAREER EXPLORATION WORKSHOPS

Labor Market Information Research: You will learn the most successful method for obtaining work is a planned, coordinated approach that involves knowing your skills; knowing what fields of work utilize those skills; researching organizations that hire people with the skills.

JOB SEARCH WORKSHOPS

Interviewing: Demonstrates the concepts and strategies involved in preparation for job interviews. The employer point of view is examined. You will learn to prepare for hard questions, soften negative events in your work history, and organize your thoughts. The model prepares you to interview like an ideal candidate and increase your chances of getting the job.

Effective Job Search: New technology has changed the rules of job hunting. The techniques you used to find your last job may be of little value now. This module describes the use of the Internet. You will learn where to get free access to the Internet.

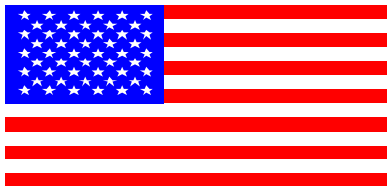
Navigating The Internet: Hands on instruction on how to conduct a job search via the Internet.

DEVELOPMENTAL WORKSHOPS

Market Yourself with a Winning Resume: Illustrates the importance of filling out a job application. Through interactive exercises you will learn the critical components of employment applications and resumes in a successful job search. A resume places the emphasis on who you are, what you know and what you offer.

Staying Motivated in a Difficult Job Market: Strategies for maintaining a positive attitude while conducting your job search in a difficult job market.

Registration: You must register for all workshops in person or by calling 201.329.9600



Register To Vote! - Here

* Workshops are subject to change or cancellation as needed.