

Port Townsend Public Library and Jefferson County Library
present



Workshops for Job Seekers

March 15, 2010 1:00 p.m. – 3:00 p.m. Jefferson County Library

What's In Your Employment Tool Kit?

Gain an advantage in a challenging job market and learn what you need in your employment tool kit. Learn about library resources that will help job seekers prepare for their job search.

March 22, 2010 1:00 p.m. – 3:00 p.m. Jefferson County Library

What's In Your Resume?

Your resume can be a powerful marketing tool and it is one method job seekers use to get invited to an interview. Learn to prepare a resume that employers want to read.

Series II - Transition Yourself® Workshops

Consecutive workshop sessions will explore the challenges of finding work in tough economic times and how to transition back to work or to self-employment.

Mountain View Center Meeting Room 1925 Blaine Street, Port Townsend
10:00 a.m. – 12:00 p.m.

March 29, 2010	<i>Session 1</i>	Assessing Circumstances
March 30, 2010	<i>Session 2</i>	Skills, Qualifications, Achievements
April 5, 2010	<i>Session 3</i>	Work History, Applications, Cover Letters, Resumes
April 6, 2010	<i>Session 4</i>	Marketing & Interviewing - Part 1
April 12, 2010	<i>Session 5</i>	Marketing & Interviewing - Part 2
April 13, 2010	<i>Session 6</i>	The 4 R's: Resolve, Re-evaluate, Renew & Results

Contact Us: 360-344-4608 or ptplhardtimes@gmail.com

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