



KESWICK EMPLOYMENT SERVICES

MAY 2019

Monday	Tuesday	Wednesday	Thursday	Friday
	Attend all the ET workshops to receive a Job Search Certificate!	1	2	3 Please contact your Employment Consultant for referrals to any of the workshops.
6	7	8	9	10
Apprenticeship Information Session 9:30-10:30am			ET 1: Job Search Bootcamp 9:00am-12:00pm	ET 2: Identifying Skills & Accomplishments 9:00am-12:00pm
13	14	15	16	17
ET 5 & 6: Hidden Job Market 9:00am-12:00pm		ET 3: Write your Winning Resume 9:30am-12:30pm	Career Exploration: Personality & Fit 9:30am-3:30pm <i>Guest Speaker</i> Monica Hecht Put your Best Face Forward 10:00-11:30am	
20	21	22	23	24
Victoria Day OFFICE CLOSED	Second Career Information Session 9:30-10:30am	Resume Clinic <i>*by appointment only*</i> 2:00-4:00pm	ET 4: Dynamic Cover Letters 9:30am-12:00pm	<i>Guest Speaker</i> Alice Souvannakhily Opportunities with Habitat for Humanity 10:00am-12:00pm
27	28	29	30	31
ET 7: Interview Strategies 9:00am-12:00pm ET 8: Mock Interviews <i>*by appointment only*</i> 2:00-4:00pm	ET 9&10: Mock Interview Review & Job Search Review 9:00am-12:00pm YOUTH JOB SEARCH 3:30-4:30pm	Straight talking: the art of assertiveness 9:30am-12:30pm	Career Exploration: Skills & Abilities 9:00am-12:00pm	Resume Clinic <i>*by appointment only*</i> 9:30-11:30am



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Spring is in the air and we have a line-up of workshops and special events to keep you inspired and feeling fresh!

ET Workshops: These workshops are designed to take you from the beginning to the end of your job search. If you attend them all, you'll get a **certificate of completion**.

Monica Hecht, our resident **Mary Kay** Lady, will be here to provide you with some skin care and makeup tutorials. It's a hands-on experience that will leave you feeling refreshed and revitalized!

Alice Souvannakhily from **Habitat for Humanity** will be here to share with you some exciting volunteer and leadership opportunities. Don't miss this informative seminar on how you can make a difference in your own community.

Need a little **extra help with your resume**? Sign up for a one-on-one meeting during the Resume Clinic.

Need a day all about you? Join us for Career Exploration Personality & Fit where we take you through **Personality Dimensions**. Find out why you do what you do and meet others just like you!

Assertiveness is the key to successful communication in the workplace. Join us for Straight talking: the art of assertiveness and receive a certificate of achievement!

Not sure what you want to do next? Attend the **Career Exploration: Skills & Abilities** to identify a new career path.