



The Women's Center for Education & Career Advancement

11 Broadway, Suite 457 NY, NY 10004
(212) 964-8934 www.wceca.org



*Get the Job
You Want and Deserve!*

FREE!

JOB READY PROGRAM

Outsmart the competition!

**ALL PARTICIPANTS ARE ELIGIBLE FOR A MONTHLY NETWORKING CAREER CLUB
AND ACCESS TO OUR UPCOMING JOB FAIR**

4-Day Workshop (monthly in 2010):

RESUMES

- Job Objectives
- Identify Key Skills
- Person-Centered Plan
- Accomplishment Resumes
- Computer Lab Access
- Craft Online Profiles

JOB SEARCH

- Effective Search Methods
- Build Self-Esteem
- Guest Speakers
- Job Listings
- SNAPSHOT:
Develop a 30-Second Pitch

INTERVIEWS

- Interactive theatre
- Improve Communication
- Behavioral Interviewing
- Mock Interview Session
- Benefit Tax Screening
- Connect With Recruits

All participants must register in advance and bring a resume.

Call for dates (no July or August workshops)

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or go to: <http://www.wceca.org>