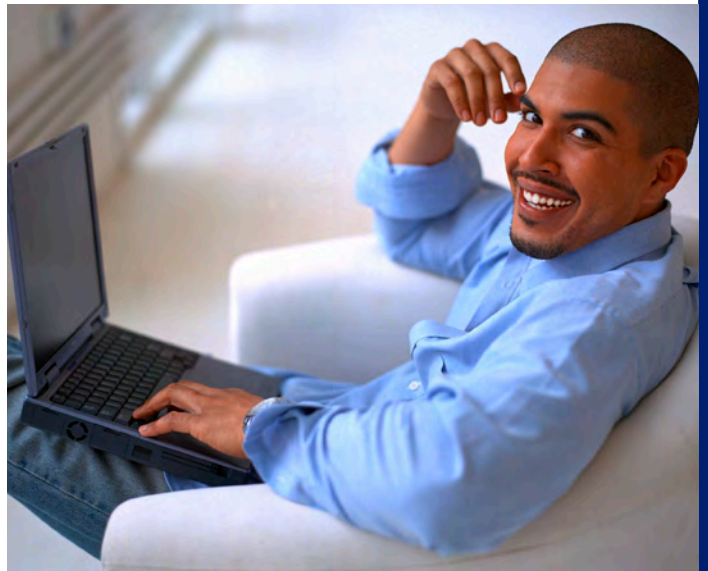


# Advanced Email

**Do you email employers and never get a response?  
Do you avoid applying for jobs by email?**

**Come to this workshop  
and learn how to  
effectively email employers.**

- **Create an effective subject line**
- **Attach resumes in the correct format**
- **Practice writing/emailing a persuasive cover letter**



**Advanced Email is a 3-hour,  
hands-on workshop.  
Bring your email address and password.**

**Register for this FREE Workshop at the AJC East Office nearest you or online at [cthires.com](http://cthires.com)!**

**americanjobcenter**  
EAST

**NEW OFFICE Montville • 601 Norwich New London Turnpike,  
Suite 1, Uncasville • 860-848-5240**

**NEW LOCATION Danielson • 562 Westcott Road • 860-774-4077  
Willimantic • Tyler Square, 1320 Main Street • 860-450-7603**

**NOTE: The Norwich and New London Offices closed in March 2018.**

To learn more about the wide range of workshops available, visit [EWIB.org/workshops#links](http://EWIB.org/workshops#links), [CTHires.com](http://CTHires.com) or [JobCenterCT.com](http://JobCenterCT.com).

Not all workshops are available every month or in every location. Check the monthly calendar for availability.

Some workshops require a minimum number of participants to avoid cancellation.

Many of these workshops are funded in whole, or in part, by the Eastern CT Workforce Investment Board (EWIB) through a variety of state and federal funding sources.

This program is an equal opportunity employer program; auxiliary aids and services are available upon request to individuals with disabilities.



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