



# January 2025 Workshop Calendar

To register, contact your local AJC or register online on CTHires.com

Danielson: 860-774-4077

Montville: 860-848-5240

Willimantic: 860-450-7603

**CTHires.com**  
**ewib.org**

**Equal Opportunity Employer/Equal Opportunity Programs. Auxiliary aids and services are available upon request to individuals with disabilities.**  
**Please call ahead to confirm the time and your space in a scheduled class.**

Mon	Tue	Wed	Thu	Fri
30 Interviewing ● 9a Strategies & Techniques	31 ● 9a Fundamentals of Resume Writing	1 Holiday - centers are closed	2	3 ● 11a Email for Job Seekers - Virtual
6 Interviewing ● 9a Strategies & Techniques Alison Online ● 11a Learning Virtual Orientation	7 ● 9a Fundamentals of Resume Writing Essential ● 9:30a Computer Skills - Willimantic Internet Search, Safety & Zoom - Montville ● 9:30a Pipeline Path to Your ● 11a Manufacturing Career - Montville ● 1p Careers, Training & You - Virtual	8 ● 9a Successful Job Search Strategies Alison Online ● 9:30a Learning - Montville Getting Started ● 11a with Google Docs - Virtual ● 1p How to Apply Online - Virtual	9 Computer ● 9a Assistance for Job Seekers - Virtual Essential ● 9:30a Computer Skills - Montville ● 10a Careers, Training & You - Virtual	10 ● 9a LinkedIn - Virtual Healthcare Pipeline Orientation - Virtual Preparing for a Virtual Interview/Job Fair - Virtual ● 11a
13 Interviewing ● 9a Strategies & Techniques ● 11a Networking with LinkedIn - Virtual ● 1p CTHires Resume Builder - Virtual	14 ● 9a Fundamentals of Resume Writing Email ● 9:30a Essentials - Montville Essential ● 9:30a Computer Skills - Danielson Pipeline Path to Your ● 10a Manufacturing Career - Virtual ● 1p Careers, Training & You - Danielson	15 ● 9a Successful Job Search Strategies Email ● 9:30a Essentials - Willimantic	16 Getting Started ● 9:30a with MS Word - Montville Creating a ● 11a Resume in MS Word - Virtual	17 ● 11a Exploring CTHires - Virtual
20 Holiday - Centers Closed	21 ● 9a Fundamentals of Resume Writing Creating a Resume in MS Word - Montville ● 9:30a Email ● 9:30a Essentials - Danielson ● 1p Careers, Training & You - Virtual ● 1p Careers, Training & You - Willimantic Internet Search, ● 1p Safety & Zoom - Danielson Pipeline Path to Your ● 2p Manufacturing Career - Virtual	22 ● 9a Successful Job Search Strategies Getting Started ● 9:30a with MS Word - Willimantic	23 Powerful Job ● 11a Search Emails - Virtual	24 ● 9a LinkedIn - Virtual How Social Media Impacts Job Opportunities - Virtual Healthcare Pipeline Orientation - Montville ● 2p
27 Interviewing ● 9a Strategies & Techniques Pipeline Path to Your ● 1p Manufacturing Career - Danielson	28 ● 9a Fundamentals of Resume Writing Getting Started with Google Docs - Danielson ● 9:30a Emailing Potential Employers - Montville ● 9:30a	29 ● 9a Successful Job Search Strategies Creating a Resume in MS Word - Willimantic ● 9:30a Alison Online ● 9:30a Learning - Montville ● 10a Careers, Training & You - Montville	30 Computer ● 9a Assistance for Job Seekers - Virtual Getting Started ● 9:30a with Google Docs - Montville ● 10a Careers, Training & You - Virtual	31 Alison Online ● 9:30a Learning - Willimantic