


SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
	<p>To learn more about the American Job Center, Text: WDI to 56512</p> <p><small>*Text and message rates may apply</small></p>	<p>SAVE THE DATE! →</p>	<p>HIRING EVENT RCBC Student Success Center</p>	<p>WEDNESDAY, APRIL 17TH 11:00 AM-3:00 PM</p>	<p>1 10:00 Master the Art of Networking</p>	<p>2</p>
<p>795 Woodlane Road Westampton, NJ 08060 (609) 518-3900</p> <p>Hours of Operation: 8:30 AM - 4:30 PM Monday - Friday</p> <p>To File a New Unemployment Claim (856) 507-2340</p> <p>If your Social Security Number Ends In:</p> <p>0 1 2 3 Call Monday 4 5 6 Call Tuesday 7 8 9 Call Wednesday</p> <p>All Numbers Can Call : Thursday & Friday 8:30 am – 2:00 pm Closed Sat. & Sun.</p> <p>Unemployment Phone # To claim weekly benefits (609) 518-3923 http://www.njuifile.net</p>	<p>3 10:30 Path to Employment-Starting Your Job Search 1:30 Top Notch Resume - I</p>	<p>4 10:00 Training & Education Orientation 1:30 Effective Communication 2:30 TABE Math Tutorial</p>	<p>5 2:00 LinkedIn 101</p>	<p>6 10:00 Industry Overview–Advanced Manufacturing</p>	<p>7 10:00 Industry Overview–Advanced Manufacturing</p>	<p>8 10:00 Industry Overview–Advanced Manufacturing</p>
<p>10</p>	<p>11 10:00 BCIT Career Exploration 10:30 Path to Employment-Starting Your Job Search 1:30 Top Notch Resume - II</p>	<p>12 10:00 Training & Education Orientation 1:30 Effective Communication 2:30 TABE Math Tutorial</p>	<p>13 2:00 Volunteering: A Door to Employment</p>	<p>14 1:30 Acing the Job Interview I 10:00 Industry Overview–Healthcare</p>	<p>15 10:00 Master the Art of Networking 11:00 Tuition Waiver</p>	<p>16</p>
<p>17</p>	<p>18 10:30 Path to Employment-Starting Your Job Search 1:30 Top Notch Resume - I</p>	<p>19 10:00 Training & Education Orientation 1:30 Effective Communication 2:30 TABE Math Tutorial</p>	<p>20 2:00 LinkedIn 101</p>	<p>21 10:00 Industry Overview–Information Technology 1:30 Acing the Job Interview I HEALTHCARE CAREER FAIR 5:30 PM — 7:30 PM RCBC STUDENT SUCCESS CENTER, MT. LAUREL</p>	<p>22</p>	<p>23</p>
<p>24/31</p>	<p>25 1:30 Top Notch Resume - II</p>	<p>26 10:00 Training & Education Orientation 1:30 Effective Communication 2:30 TABE Math Tutorial</p>	<p>27 2:00 Volunteering: A Door to Employment</p>	<p>28 10:00 Industry Overview– Law and Public Safety 1:30 Mock Interview - Must Register</p>	<p>29</p>	<p>30</p>
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TRAINING & EDUCATION ORIENTATION - An overview of the training and education programs offered through the Burlington County American Job Center.

TUITION WAIVER— A program which enables eligible unemployed customers to enroll, tuition free, in courses of instruction at New Jersey public colleges and universities.

TOP NOTCH RESUME– I– The use of branding, marketing yourself, and the importance of having a competent resume is discussed. Participants will see the advantages and disadvantages of different resume formats.

TOP NOTCH RESUME– II– Participants will see the advantages of targeting custom resumes for a specific employer, job openings and/or industry. Topics will also include creating cover letters and the importance of professional references.

PATH TO EMPLOYMENT- STARTING YOUR JOB SEARCH— An in-depth orientation that includes a discussion of the emotional impact of job loss, and setting effective career goals. Traditional work search methods and how to develop job search plans are also discussed.

VOLUNTEERING: A DOOR TO EMPLOYMENT— Review the benefits of volunteering including potential networking opportunities. The use of volunteer work to explore new careers & develop new skills. How to include volunteer work on your resume. Research volunteer opportunities.

TABE MATH TUTORIAL— A brush-up on Math skills for those customers who will be sitting for the Test of Adult Basic Education (TABE).

ACING THE JOB INTERVIEW – An overview of the interview process, including how to prepare for the interview; and what to expect during each phase of the interview process. How to follow up after the conclusion of the interview is also reviewed.

LINKEDIN 101 – Learn the basics of using LinkedIn. Find out how to register and build a profile on the site. Job search and building your network through groups will be reviewed. How to modify privacy and account settings will also be discussed.

MASTER THE ART OF NETWORKING – An overview of current strategies for effective networking. Topics include use of professional associations, developing an elevator speech, and how to develop your network using social media.

BCIT CAREER EXPLORATION— An overview of the training opportunities available at the Burlington County Institute of Technology. Held the 2nd Monday of every month.

INDUSTRY OVERVIEW- (Advanced Manufacturing, Healthcare, Information Technology, Law & Public Safety, Transportation, Logistics & Transportation)— A presentation on in-demand industries in the State of New Jersey

