



# December 2024 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
2 <ul style="list-style-type: none"> <li>● 9a Interviewing Strategies &amp; Techniques</li> <li>● 11a How Social Media Impacts Job Opportunities - Virtual</li> </ul>	3 <ul style="list-style-type: none"> <li>● 9a Fundamentals of Resume Writing</li> <li>● 9:30a Essential Computer Skills - Willimantic</li> <li>● 9:30a Internet Search, Safety &amp; Zoom - Montville</li> <li>● 1p Careers, Training &amp; You - Virtual</li> </ul>	4 <ul style="list-style-type: none"> <li>● 9a Successful Job Search Strategies</li> <li>● 9:30a Essential Computer Skills - Danielson</li> <li>● 9:30a Alison Online Learning Orientation - Montville</li> </ul>	5 <ul style="list-style-type: none"> <li>● 9:30a Essential Computer Skills - Montville</li> <li>● 10a Careers, Training &amp; You - Virtual</li> <li>● 11a Preparing for a Virtual Interview/Job Fair - Virtual</li> <li>● 1p Pipeline Path to Your Manufacturing Career - Montville</li> </ul>	6 <ul style="list-style-type: none"> <li>● 10a Healthcare Pipeline Orientation - Virtual</li> <li>● 11a Creating a Resume in MS Word - Virtual</li> </ul>
9 <ul style="list-style-type: none"> <li>● 9a Interviewing Strategies &amp; Techniques</li> <li>● 9:30a Email Essentials - Willimantic</li> <li>● 11a Alison Online Learning Virtual Orientation</li> <li>● 1p Careers, Training &amp; You - Virtual</li> </ul>	10 <ul style="list-style-type: none"> <li>● 9a Fundamentals of Resume Writing</li> <li>● 9:30a Email Essentials - Montville</li> <li>● 11a Getting Started with Google Docs - Virtual</li> <li>● 11a Pipeline Path to Your Manufacturing Career - Virtual</li> <li>● 1p Careers, Training &amp; You - Willimantic</li> <li>● 1p How to Apply Online - Virtual</li> </ul>	11 <ul style="list-style-type: none"> <li>● 9a Successful Job Search Strategies</li> <li>● 9:30a Email Essentials - Danielson</li> <li>● 1p Alison Online Learning - Danielson</li> <li>● 1p Careers, Training &amp; You - Danielson</li> </ul>	12 <ul style="list-style-type: none"> <li>● 9a Computer Assistance for Job Seekers - Virtual</li> <li>● 9:30a Getting Started with MS Word - Montville</li> </ul>	13 <ul style="list-style-type: none"> <li>● 9a LinkedIn - Virtual</li> <li>● 11a Powerful Job Search Emails - Virtual</li> </ul>
16 <ul style="list-style-type: none"> <li>● 9a Interviewing Strategies &amp; Techniques</li> <li>● 11a Networking with LinkedIn - Virtual</li> <li>● 1p CTHires Resume Builder - Virtual</li> </ul>	17 <ul style="list-style-type: none"> <li>● 9a Fundamentals of Resume Writing</li> <li>● 9:30a Creating a Resume in MS Word - Montville</li> <li>● 9:30a Getting Started with MS Word - Danielson</li> </ul>	18 <ul style="list-style-type: none"> <li>● 9a Successful Job Search Strategies</li> <li>● 9:30a Getting Started with MS Word - Willimantic</li> <li>● 10a Careers, Training &amp; You - Montville</li> <li>● 1p Internet Search, Safety &amp; Zoom - Willimantic</li> </ul>	19 <ul style="list-style-type: none"> <li>● 9:30a Getting Started with Google Docs - Montville</li> <li>● 10a Careers, Training &amp; You - Virtual</li> <li>● 11a Email for Job Seekers - Virtual</li> </ul>	20 <ul style="list-style-type: none"> <li>● 11a Exploring CTHires - Virtual</li> <li>● 2p Healthcare Pipeline Orientation - Danielson</li> </ul>
23 <ul style="list-style-type: none"> <li>● 9a Interviewing Strategies &amp; Techniques</li> <li>● 9:30a Creating a Resume in MS Word - Danielson</li> </ul>	24 <ul style="list-style-type: none"> <li>● 9a Fundamentals of Resume Writing</li> </ul>	25 Holiday - Centers are closed	26 <ul style="list-style-type: none"> <li>● 9a LinkedIn - Virtual</li> </ul>	27 
30 <ul style="list-style-type: none"> <li>● 9a Interviewing Strategies &amp; Techniques</li> </ul>	31 <ul style="list-style-type: none"> <li>● 9a Fundamentals of Resume Writing</li> </ul>	1 Holiday - centers are closed	2 	3 