

November 2023



Job Connection Center - Defiance

Calendar of Events

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8 RESUME WORKSHOP <u>TIME</u> : 1:00-3:00 pm <u>LOCATION</u> : Defiance JCC 1005 N. Clinton St. Defiance OH 43512	9	10 APPLICATION TIPS <u>TIME</u> : 10:00-12:00 pm <u>LOCATION</u> : Defiance JCC 1005 N. Clinton St. Defiance OH 43512	11
12	13	14 RESOURCE TABLE <u>TIME</u> : 10:30-12:30 PM <u>LOCATION</u> : Goodwill Store (1005 N Clinton St Defiance, OH 43512)	15 INTRO TO GMAIL <u>TIME</u> : 1:00-3:00 pm <u>LOCATION</u> : Defiance JCC 1005 N Clinton St. Defiance OH 43512.	16	17	18
19	20	21 BASIC COMPUTER SKILLS <u>TIME</u> : 10:00 AM-12:00 PM <u>LOCATION</u> : Defiance JCC 1005 N. Clinton St Defiance OH 43512	22	23 <i>Happy Thanksgiving</i> CLOSED	24 <i>Thanksgiving Holiday</i> CLOSED	25
26	27	28 INTERVIEW SKILLS <u>TIME</u> : 10:00-11:30 AM <u>LOCATION</u> : Defiance JCC 1005 N. Clinton St. Defiance OH 43512	29 DRESS FOR SUCCESS <u>TIME</u> : 10:30-11:30 AM <u>LOCATION</u> : Defiance JCC 1005 N Clinton St. Defiance OH 43512	30		

NO SIGN-UP REQUIRED. FOR MORE INFORMATION, PLEASE CONTACT AMY AT (419) 438-3421

RESUME WORKSHOP

Learn what a resume is and how to create your own.

RESOURCE TABLE

Get information on what we offer at the Job Connection Center and meet the JCC Navigator.

APPLICATION TIPS

Learn how to properly complete a job application and some job search tips.

BASIC COMPUTER SKILLS

Access tutorials from GCF Global

INTRO TO GMAIL

Set up your own Gmail account and learn how to communicate professionally.

INTERVIEW SKILLS

Discuss the Do's Don'ts of interviewing.

DRESS FOR SUCCESS

Learn about appropriate interview attire.