

Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5	6 METRIX Overview 10:00- 11:00 a.m.	7 CORNELL Meet the Employer 1:00- 2:30 p.m.
10 Columbus Day Office Closed	11 WISE: Social Security and the Return to Work 10:00 a.m.– 12:00 noon	12	13 Professional Opportunity Developers 9:00 – 11:00 a.m.	14
17	18 Conquering the Interview Workshop 10:00 a.m.– 12:00 noon	19 METRIX Overview 10:00- 11:00 a.m.	20 Civil Service Workshop 10:00 – 11 a.m.	21 SECURITAS Meet the Employer 10:00- 11:00 a.m.
24	25	26	27 Professional Opportunity Developers 9:00 – 11:00 a.m.	28
31 				

All workshops are offered at no cost to you and will be held at the Career Center unless otherwise indicated. However, space is limited and registration is required. Please call (607) 272-7570 ext.118, or register at the front desk. Tompkins Workforce is an Equal Opportunity Employer/Employment Service.

October 2016 WORKSHOP DESCRIPTIONS

Metrix E-Learning Information Sessions: Thursday, October 6th from 10:00- 11:00 a.m. and Wednesday, October 19th from 10:00- 11:00 a.m.

Metrix E-Learning is an online skills and job-related training program that contains over **6,000 Courses**. Courses range in topics from accounting, leadership, healthcare, and computer programming, etc. Once registered, customers have accounts with unlimited access for 6 months.

Please note: This workshop requires a mid-level competency with computers.

If you want to learn basic computer skills, please speak with a counselor at the Resource Desk.

Cornell University Meet the Employer Session: Friday, October 7th from 1:00 – 2:30 p.m.

A Cornell Human Resources representative will discuss job search tips, application process and overall information about working at Cornell University.

WISE (Work Incentives Seminar Event): Social Security and the Return to Work: Tuesday, October 11th from 10:00 a.m. – 12:00 noon.

Do you receive SSI or SSDI and want to know how working will affect your benefits? Are you afraid of losing benefits or medical coverage if you return to work? WE ALSO OFFER EMPLOYMENT SOLUTIONS! Join us for our event, and learn about these important topics that will help you return to work. Please register with Jennifer Forbes, Disability Resource Coordinator at: (607) 272-7570 ext. 106.

Conquering the Interview Workshop: Tuesday, October 18th from 10:00 a.m. – 12:00 noon.

Preparing for your job interview can be a challenge. This workshop will help you to overcome this challenge by explaining what to expect during an interview, and how to research and prepare prior to an interview, follow up after an interview, and avoid common problems.

Professional Opportunity Developers Group Meetings: Thursdays, October 13th and 27th from 9:00 – 11:00 a.m. Network with people who previously held executive level or highly technical positions.

Civil Service Workshop: Thursday, October 20th from 10:00- 11:00 a.m.

Learn how to look up exam and vacancy information for various forms of government jobs. We'll look at the application process and provide an understanding of navigating the process.

Securitas Meet the Employer: Friday, October 21st from 10:00- 11:00 a.m.

A representative from Securitas will be at Tompkins Workforce NY conducting informational interviews for Security Guard positions. Please bring your resume if you have one and be prepared to talk about your interests and experience. TO APPLY: visit the Securitas website at www.securitasjobs.com. When you put in your zip code, all the offices closest to you will show up. Click on Johnson City and then proceed from there.

