



WESTCHESTER ONE-STOP CAREER CENTER *

120 Bloomingdale Road, White Plains, New York 10605

JANUARY 2019 WORKSHOPS SCHEDULE

TUESDAY	1	WEDNESDAY	2	THURSDAY	3	FRIDAY	4
				9:30 AM - 11:00 AM			
				INTERVIEWING WORKSHOP			
				Ruth Trumino			
		12:00 PM - 1:00 PM		11:30 AM - 12:45 PM			
		JOBZONE		JOB SEARCH ROUND TABLE			
		WORKSHOP		Ruth Trumino			
TUESDAY	8	WEDNESDAY	9	THURSDAY	10	FRIDAY	11
9:30 AM - 11:00 AM		11:00 AM - 12:00 NOON		9:30 AM - 11:00 AM			
RESUME WORKSHOP		HOW TO FIND A JOB		CAREER CHANGE			
Ruth Trumino		John Tierney		Ruth Trumino			
				11:00 AM - 12:30 NOON			
				MY MONEY			
				WORKSHOP			
				Marisol			
				11:30 AM - 12:45 PM			
11:30 AM - 12:45 PM		12:00 PM - 1:00 PM		JOB SEARCH ROUND TABLE			
COVER LETTERS		JOBZONE		Ruth Trumino			
Ruth Trumino		WORKSHOP					

TUESDAY	15	WEDNESDAY	16	THURSDAY	17	FRIDAY	18
9:30 AM - 11:00 AM				9:30 AM - 11:00 AM			
RESUME WORKSHOP				INTERVIEWING WORKSHOP			
Ruth Trumino				Ruth Trumino			
				10:00 AM - 12:00 NOON			
				STRENGTHEN YOUR RESUME			
				THROUGH VOLUNTEERISM			
				Sponsored by Volunteer New York			
				Katie Pfeifer			
				11:30 AM - 12:45 PM			
11:30 AM - 12:45 PM		12:00 PM - 1:00 PM		STRESS MANAGEMENT			
COVER LETTER		JOBZONE		Ruth Trumino			
Ruth Trumino		WORKSHOP					
				1:00 PM - 2:30 PM			
				MOCK INTERVIEW			
				Please bring two copies of your Resume			
				Paul Keppler			
TUESDAY	22	WEDNESDAY	23	THURSDAY	24	FRIDAY	25
9:30 AM - 11:00 AM		11:00 AM - 12:00 NOON		9:30 AM - 11:00 AM		10:00 AM - 11:00 AM	
RESUME WORKSHOP		INTERVIEWING		NETWORKING WORKSHOP		STRUCTURED INTERVIEW	
Ruth Trumino		PREPARATION		Ruth Trumino		EMPLOYMENT WORKSHOP	
		John Tierney				Phil Costanzo	
11:30 AM - 12:45 PM				11:30 AM - 12:45 PM		11:00 AM-12:00 PM	
COVER LETTERS				JOB SEARCH ROUND TABLE		BEHAVIORAL INTERVIEW	
Ruth Trumino				Ruth Trumino		Phil Costanzo	
TUESDAY	29	WEDNESDAY	30	THURSDAY	31	FRIDAY	
9:30 AM - 11:00 AM		1:00 PM to 2:00 PM		9:30 AM - 11:00 AM			
RESUME WORKSHOP		SOFT SKILLS		INTERVIEWING WORKSHOP			
Ruth Trumino		John Tierney		Ruth Trumino			
11:30 AM - 12:45 PM				11:30 AM - 12:45 PM			
COVER LETTERS				JOB SEARCH ROUND TABLE			

*** Bilingual Staff Available - Schedules may change so please call the day before the workshop. Visit our website at <https://westchesterputnamonestop.com>**