Resume and Job Skills (RJ)

Resume and Job Skills training will be provided to the community. Residents, family and friends can attend the Resume and Job Skills development class. Every Jobseeker will need a resume to take to an employer for a first-time interview; and that resume will need to be uploaded onto job search portals (ie. careerbuilder, hotjobs, OhioJobMeans, and more…) and saved onto a mobile flash drive. Everyone needs to be aware of interviewing tips and negotiating skills to increase salary pay. Each Participant will need professional and interpersonal skills training to prevent on the job conflicts from ending employment opportunities; along with simple financial bookkeeping principles to maintain monthly living expenses.

During this training, you will be provided with the necessary tools needed to land that next job. No one should have to fear engaging in their interview session; Everyone should be paid what they are worth, or at least come close to the pay deserved. The goal is to help each person prepare, get ready, and gain confidence before taking next steps into jobs hunting and obtaining employment. This training is needed to provide for you and your family.

Check the Calendar page for JS training days