


FOR CANCELLATIONS ONLY,
CALL

(516) 797 - 4560

SEPTEMBER 2022 Workshops

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Goggle.Doc 1:00-4:00 Hicksville	2 Resume Critique Session 9:30-11:45
5 Both Offices Closed Labor Day 	6 Networking 9:30-12:30 Massapequa	7 Resume Writing 9:30-12:30 Massapequa	8	9 Resume Critique Session 9:30-11:45
12 Beginning Word 1:00-4:00 Hicksville	13 Effective Interview Skills 9:30-12:30 Hicksville	14 Resume Writing 9:30-12:30 Hicksville	15 Beginning Excel 1:00-4:00 Hicksville	16 Resume Critique Session 9:30-11:45
19 Beginning Social Networking In Your Job Search 10:30-1:30 Hicksville	20	21 Resume Writing 9:30-12:30 Massapequa	22 LinkedIn 10:30-1:30 Hicksville	23 Resume Critique Session 9:30-11:45
26	27 Using Social Networking In Your Job Search 10:30-1:30 Hicksville	28 Resume Writing 9:30-12:30 Hicksville	29 QuickBooks 1:00-4:00 Hicksville	30 Resume Critique Session 9:30-11:45

Workshop Policy: Workshops will begin on time; therefore if you are more than 15 minutes late for a workshop you may be refused entry to that workshop. Please cancel if you are unable to attend. If you do not show you will need to meet with a counselor before taking any future workshops. Some workshops require the completion of prerequisites prior to enrollment. Please check with staff.

oysterbaytown.com/workforce

August 19, 2022

Hicksville Career Center
301 W. Old Country Rd
Hicksville, NY 11801

Massapequa Career Center
977 Hicksville Rd
Massapequa, NY 11758