



CAPITAL DISTRICT WOMEN'S EMPLOYMENT & RESOURCE CENTER (WERC)

In-Person Employment Training at WERC's Albany Center

Program Topics Include:

CAREER READINESS:

Career counseling, resume review and resume development, cover letter assistance, and interviewing tips.

JOB SEARCH:

Review job boards, discuss employers' job descriptions, receive tips on job search strategies, prepare for job fairs, and receive assistance in securing employment.

COMPUTER TRAINING:

Word, PowerPoint, and Excel courses offered in-person and online workshops.



Program Qualifications: A Displaced Homemaker is someone who has lost their source of support due to divorce, separation or their spouse's job loss, disability or death. Single mothers or women who are pending loss of public assistance also qualify for free services.

Career readiness meetings and training workshops are scheduled by appointment only. Please contact our Intake Specialist at (518) 242-8249 or wercstaff@cdwerc.org for eligibility & enrollment.

ADDITIONAL TRAINING PROGRAMS

Career Connections Workshop Series

Training workshops at WERC's Troy Center led by local experts in professional development, networking, HR, marketing & more. Follow our website and social media for announcements and dates!

KnowledgeWave Online Training

24/7 Access to over 2,100 online trainings for computer and educational programs.

Monthly LinkedIn Webinar

"Master LinkedIn: Learn, Launch & Love Your Job Leads," hosted via Zoom by Suzanne O'Connor, WERC Volunteer. Must already have a resume.



518-242-8249



www.cdwerc.org

ALBANY

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TROY

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