

# **DECEMBER 2017**

### **DES MOINES**

Goodwill CCC Des Moines 5921 SE 14th St. Suite 2300 Des Moines, IA 50320

Monday - Thursday 10 a.m. - 5 p.m. Friday 10 a.m. - 3 p.m.

MON	TUE	WED	THU	FRI	SAT
ALL EVENTS ARE FREE AND OPEN TO THE PUBLIC Please call to register for events.				1	2
4	5	6	7	8	9
Career Toolkit 10 am - 12 pm	Career Toolkit 10 am - 12 pm	Career Toolkit 10 am - 12 pm	Career Toolkit 10 am - 12 pm	Career Toolkit 10 am - 12 pm	16
18	19	20	HIRING EVENT 10 am - 4 pm	22	23
CLOSED	26	27	28	29	30

#### Career Toolkit

Participate in a free week-long intensive workshop that will prepare you for re-entering the workforce. Topics include:

- Resume development
- Mock interviews with local employers
- Interview suiting
- Customized job search tools

#### **Hiring Event**

Participate in onsite interviews with local companies.

### One-on-One Appointments and Walk-ins

Call to schedule an appointment for assistance with the following topics:

- Career exploration
- Resume basics
- Computer basics
- Cover letters
- Interviewing techniques
- Job search strategies
- LinkedIn
- Office skills/typing class
- Networking

Our center is open daily for use of the computer lab, access to self-directed job development resources, and walk-in service.

Servicios gratuitos e información en español.



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(515) 953-6456



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# YOU DONATE. WE TRAIN. JOBS EARNED. LIVES CHANGED.