



JUMP-START TO A JOB

THE *SKILLSOURCE* GROUP AND MONSTER.COM OFFER NORTHERN VIRGINIA POWER JOB SEEKER WORKSHOPS

HELPING JOB SEEKERS STAND OUT FROM THE CROWD IN TODAY'S TOUGH LABOR MARKET

Northern Virginia Power Job Seeker Workshops are focused on helping you navigate through these economic challenging times to find an exciting new career. The Workshops will help you get back to work faster with a better job. In these workshops, Monster experts will provide you with the advice and techniques you will need to stand out from the crowd.

Resume Tips and Tricks

Gain an understanding of the “what” and “why” of resume writing, including key elements, keywords, and formatting.

Networking

Learn how to build and maintain a lasting network of career connections, and how to set up and conduct effective and valuable informational interviews.

Job Hunting Strategies

Learn how to remain focused during career transitions, how to jump start your job search and where to find additional resources.

Using Monster Career Tools

Create a Monster profile and manage resumes and cover letters, as well as outline how to use new tools, including career pathing and benchmarking. You will learn where to find career advice and get the support you need to find the right job.

The Interview

Learn how to brand yourself, how to prepare through research, what to bring to an interview, typical questions you will be asked, and techniques for closing and follow-up.

FREE

DON'T MISS THIS OUTSTANDING OPPORTUNITY

Monday, February 28th from 1:00 p.m. – 4:00 p.m. at the Prince William County Government Center, Dr. A. J. Ferlazzo Building
15941 Donald Curtis Drive, Woodbridge, VA 22191
Check-In begins at 12:30 p.m. - Free Parking

Register online at info@myskillsource.org or at your local *SkillSource* Center.
Registration is requested as space is limited.

**An Additional Power Job Seeker Workshop will be offered in March. Please visit www.myskillsource.org for time and location.*

The Centers were developed to bring together employment and training services that work with all people in one place and make it easier for job seekers and employers to use these services. The 2000 Workforce Investment Act required the establishment of One-Stop Centers in every state. Services available through the One-Stop system include: information about job vacancies, career options, and relevant employment trends; instruction on how to conduct a job search, write a resume, or interview with an employer; and referral to training programs. The One-Stop system is designed and required to meet the needs of all job seekers who want to use the system, including people with disabilities.

Northern Virginia *SkillSource* Center Locations

Falls Church

Falls Church *SkillSource* Center

6245 Leesburg Pike, Suite 315
Falls Church, VA 22044
(703) 533-5400
TTY: (703) 533-5316

Alexandria

South County *SkillSource* Center

8350 Richmond Highway, Suite 327
Alexandria, VA 22309
(703) 704-6286
TTY: (703) 704-6685

Reston

Lake Anne Employment Resource Center

11484 Washington Plaza West, Suite 130
Reston, VA 20190
(703) 787-4974
TTY: (703) 742-0350

Leesburg

Loudoun Workforce Resource Center

Shenandoah Building
102 Heritage Way, N.E., Suite 103
Leesburg, VA 20176
(703) 777-0150
TTY: 711 VA Relay

Woodbridge

Virginia Workforce Center

13370 Minnieville Road
Woodbridge, VA 22192
(703) 586-6800

Legend

- E** Emerging Centers within Faith and Community-Based Organizations (SHARE Sites)
- PR** Satellite Employment Center within the Fairfax County Pre-Release Center
- ★ Prince William Comprehensive *SkillSource* Center
11370 Minnieville Road
Woodbridge, VA 22192
- ★ Emerging *SkillSource* Center at Woodbridge Campus of Northern Virginia Community College
15200 Neabsco Mills Road
Woodbridge, VA 22191

