



WARNER ROBINS JOB READINESS EVENT

October 8, 2013
9:00 a.m. - 2:00 p.m.

HOUSTON COUNTY HIGH SCHOOL
920 Highway 96
Warner Robins, Georgia 31088

MARKET YOURSELF USING SOCIAL MEDIA
HOW TO SUCCEED AT A CAREER EXPO / JOB FAIR
INTERVIEWING SKILLS
CREATE A VALUE-BASED RÉSUMÉ
JOB SEARCH AFTER 40

Don't miss this opportunity to prepare for the job of your dreams!

For questions or more information, contact:

David Clay
david.clay@gdol.ga.gov
TEL: 478-988-7130
www.gdol.ga.gov



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JOB READINESS WORKSHOPS

MARKET YOURSELF USING SOCIAL MEDIA

People who find jobs quickly today are the ones who have learned to sell themselves to the right people in the right way, including using available social media. In this session, the following topics are covered:

- How to identify your specific skill set and learn to describe your skills to others.
- Determine what you offer that others don't...sell your work ethic.
- Developing relationships with people that can help you reach your goals.
- Communicating your successes and accomplishments to your network.
- Learn to project confidence...be realistic...be patient and determined.
- How to sign up for and successfully use social media (Facebook, LinkedIn, etc.).

HOW TO SUCCEED AT A CAREER EXPO / JOB FAIR

A job fair is the showplace for job-seekers, with employers sizing up candidates quickly, based on appearances and first impressions. If you are to succeed, you have to take a very aggressive yet structured approach. Job-seekers that pay attention to the following are generally more successful at job fairs:

- Learn what to do before the job fair and tips on what to bring to the job fair.
- How to dress to project success.
- How to introduce yourself to a hiring manager.
- What to do while at the job fair.
- How to follow-up after you leave.

HOW TO CREATE A VALUE BASED RÉSUMÉ

In a time when competition for jobs is intense, you don't just need a résumé, you need a professional résumé that grabs the employer's attention and makes a lasting impression. You need a résumé that says, "I am the candidate that can make the difference. I can make your team a winning team." A résumé is the most important tool you carry with you when you are looking for a job. It is your first meeting with a potential employer, and your chance to make a good first impression -- and a lasting impression. This workshop will provide you with guidance and important tips to make your résumé the most effective it can be.

INTERVIEWING SKILLS

Gathering background information on employers is a crucial element for successful interview preparation. Know as much as possible about the companies that will be at the job fair. That will allow you to make an interview more interactive and could be just what you need to get ahead in a competitive job market. This session also provides information about the most common interviewing mistakes most people make. It also provides information about the importance of practicing interviewing, allowing you to analyze your presentation of your background and qualifications.

JOB SEARCH AFTER 40

Many job-seekers over 40 often encounter something they weren't looking for: a career advancement barrier that many older workers face in a workplace seemingly dominated by young people. This session provides advice on how to turn your age into an asset.

- Don't use age as a crutch.
- Anticipate stereotypes and prepare to counter them.
- Get tech savvy.
- Focus on experience, not age.
- Avoid using dates when possible.
- Don't believe the "myths" about older workers, instead tell the hiring manager the truth.