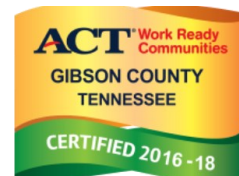


Tennessee American Job Center - Humboldt

October-December 2016 Workshop Schedule



2500 Central Ave.
Humboldt, TN 38343
731-784-5221



9 AM to 11 AM Job Search: Focus, Find & Get the Job

Looking for a job? Not sure where to turn? This course will help guide you on the path to your next career. Topics covered include completing job applications, creating winning resumes, registering for Jobs4TN, and conducting a successful job search.



9 AM to 11 AM Interviews: Present Your Best Self

A successful interview is critical to getting the job you want. Learn how to prepare for an interview, answer common interview questions, dress to impress, and more!



1:30 PM to 3 PM Introductory Computer Skills

Need to learn the basics of using a computer? Topics include using a mouse, searching the internet, and navigating a computer to search and apply for jobs.



10 AM to 11:30 AM Starting Your Own Business

This course covers successful business ownership traits, assessment of the business idea, and the "mechanics" of starting a business – forms of ownership, insurance, financing, and more. Offered in partnership with the TN Small Business Development Centers of Dyersburg State and UT Martin.



9:30 AM to 10:30 AM Managing Your Money

Want to learn to be smart with your money? This class covers banking services, tracking your money, credit, loans, and the basics of home ownership. Offered in partnership with Regions.

Classes fill up fast - Register today!!

Workshops are sponsored by partner agencies and organizations represented in the Workforce Innovation & Opportunity Act, including the Tennessee Department of Labor & Workforce Development, the Northwest TN Workforce Board, Vocational Rehabilitation, Adult Education, Temporary Assistance for Needy Families, and the Small Business Development Administration. This project is funded under an agreement with the State of Tennessee. Dyersburg State Serves as the fiscal agent and administrative entity. Auxiliary aids and services are available upon request. EOE. TDD #731.286.8383. WD-05-11

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