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| --- | --- | --- | --- | --- | --- | --- |
| Monday | Tuesday | | Wednesday | | Thursday | Friday |
|  | |  | | **1**  **OFFICE CLOSED** | **2** | **3**  **10 A.M. - Noon**  How to Create Effective Resumes and Cover Letters  *Bastrop Conference Room* |
| **6** | | **7**  **10:00 A.M.- Noon**  Career Alternatives in Franchise Ownership  *Bastrop Conference Room* | | **8**  Don’t forget to visit WorkinTexas.com to create an account prior to attending workshops. | **9** | **10**  **1:30- 3 P.M.**  Making Work in Texas Work For You!  *Caldwell Conference Room* |
| **13** | | **14**  **1:30 -3:00 P.M.**  How to Create Effective Resumes and Cover Letters  *Bastrop Conference Room* | | **15** | **16** | **17**  **10 A.M.- Noon**  How to Have an A+ Interview  *Bastrop Conference Room* |
| **20** | | **21**  **1:30- 3:00 P.M.**  Find Your Path: Career Exploration  *Bastrop Conference Room* | | **22** | **23** | **24**  **1:30-3 p.m.**  Effective Job  Search Strategies  *Williamson Conference Room* |
| **27** | | **28**  **10 A.M.- NOON**  Making Work in Texas Work For You!  *Caldwell Conference Room* | | **29** | **30** | **31**  **1:30- 3 P.M.**  Networking for Job Search Success  *Bastrop Conference Room* |



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Auxiliary aids and services are available upon request to individuals with disabilities.

Relay TX: 711 or 1-800-735-2988 (Voice) or 1-800-735-2989 (TDD).

**Career Alternatives in Franchise Ownership**

Join Kyle DeHaas of FranNet as he discusses how to determine whether franchise ownership is the right career path for you. To register for the class, contact Kyle at kdehaas@frannet.com or 512-560-6984.

**Effective Job Search Strategies**

Jump-start your job search by developing a plan that will help you find a better job faster.

**Find Your Path: Career Exploration**

Assess your skills, interests, personality and values to determine what job is right for you.

**How to Create Effective Resumes and Cover Letters**

Learn how to create or update your resume and cover letter for generating more job interviews. Bring your resume to compare it with recommended trends for customizing and formatting documents.

**How to Have an A+ Job Interview**

Preparation is the key to acing a job interview. Learn how to dress, overcome fears and practice responses to behavioral and other common interview questions.

**Making Work in Texas Work for you!**



This workshop focuses on fine tuning your job-matching criteria to receive better quality job leads. Also, you will learn about the vast array of resources and features that the platform has to offer to assist you in your career exploration and job search! Job searching, updating your job skills, setting up virtual recruiter system alerts and much more will be discussed as well.

**Networking for Job Search Success**

Discover the importance of networking that helps most people find their next job. Learn how to prepare an “elevator speech” introduction, contact people and uncover leads in the hidden job market.