

## GREENDALE WORKFORCE CONNECTION CENTER NOVEMBER 2019 EVENTS

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Wednesday, **November 13<sup>th</sup>** AND Thursday, **November 21<sup>st</sup>**, from **10:00am-12:00pm**, the **United States Census Bureau** will be recruiting for both Non-Supervisory and Supervisory roles, such as Census Takers, Clerks, and Field Supervisors. These positions come with great pay, flexible hours, weekly pay, and paid training. Candidates are welcome to apply online prior to the event @ <https://2020census.gov/jobs>

Event ID: 75522 & 75523

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### RESUME ASSISTANCE

- *Days @ the Workforce Connection Center:*
  - Group workshops: Tuesdays @ 1:00pm
  - One-on-One walk-in or by appointment: Monday - Friday
- *Evenings @ area public libraries:*
  - Oak Creek – Monday, November 4<sup>th</sup> @ 5:30pm
  - Franklin – Thursday, November 14<sup>th</sup> @ 6:00pm

### INTERVIEWING SKILLS

- *Days @ the Workforce Connection Center:*
  - One-on-One by appointment: Monday – Friday
- *Evenings @ area public libraries:*
  - Greenfield – Tuesday, November 12<sup>th</sup> @ 5:30pm
  - Greendale – Monday, November 18<sup>th</sup> @ 5:30pm

### COMPUTER BASICS

- Email Account Set-up
- Internet Navigation
  - *Self-directed with support, or scheduled appointments available.*
- Online Job Application Assistance
- Microsoft Word & Excel

**Visit the center for job search assistance or to Pre-Register for an event, or sign-up online at: [wcc.bullhorncloud.com/portal/login.do](http://wcc.bullhorncloud.com/portal/login.do)**