

BUFFALO & ERIE COUNTY WORKFORCE DEVELOPMENT CONSORTIUM, INC.

BUFFALO EMPLOYMENT AND TRAINING CENTER

77 Goodell Street ♦ Buffalo, New York 14203

Phone: (716) 856-JOBS (5627) ♦ Fax: (716) 856-5670 ♦ www.workforcebuffalo.org

DECEMBER WORKSHOPS at the BETC

Place: BETC - 77 Goodell Street, Buffalo, New York 14203

BETC WORKSHOPS

Friday, December 15th – Resumes Made EZ – (9:00-10:00) – Aisle C (Room 2)



Monday, December 25th – **BETC is closed for Christmas – Merry Christmas**



(Will re-open on Tuesday, December 26th at 8:30 am)

Wednesday, December 27th – Job Search Interview Tips Workshop – Day 1 – (9:30-11:30)

& Thursday, December 28^h – Job Search Interview Tips Workshop – Day 2 – (9:30-11:30)

(Attend and get connected to a Job Placement Counselor) **MUST BE ON TIME** – (Aisle A)

Wednesday, December 27th – Career Planning Workshop – Day 1 (1:30-3:30) – Aisle B (Lab 2)

& Thursday, December 28th – Career Planning Workshop – Day 2 (1:30-3:30) – Aisle B (Lab 2)

(MUST BE PRE-REGISTERED – ALREADY SIGNED UP)

Friday, December 29th – Resumes Made EZ – (9:00-10:00) – Aisle C (Room 2)

WEEKLY WORKSHOPS

Every Tuesday – Networking Workshop – (12:45 -1:45) – Small Conference Room

Every Wednesday – Young Adult Job Club – (10:00 -11:30) – Aisle B (Lab 1)

Every Friday – Job Club – (9:00 -12:00) – Aisle B (Lab 1)

♦ (Must have attended Job Search/Interview Tips workshop, have saved resume on flash drive or diskette, and have Placement Counselor/Career Counselor email resume, to jfaines@wdcinc.org) ♦

HPOG WORKSHOPS (Health Care Careers)

Every Monday at 1: 00 PM

Every Tuesday, Wednesday & Thursday at 9:00 AM

(You can Pre sign-up at the Help Desk)

(You must be enrolled in the BETC program or call 856-JOBS for more info. on how to enroll)

Byron W. Brown, Mayor ♦ Mark Poloncarz, County Executive ♦ Demone Smith, Executive Director