

# HOW TO GET A JOB 101

Learn skills to help you land a better job!

DOOR  
PRIZE  
DRAWINGS  
AT EACH  
SESSION!

## TWO FREE SESSIONS

### THURSDAY, APRIL 25, 2019

8:30 a.m. – 11:30 a.m. – OR – 1:30 p.m. – 4:30 p.m.  
American Job Center • 5600 Brainerd Rd • Chattanooga, TN 37411

\*Registration Required, Seating is limited\*

Clothing  
Vouchers  
Available  
for Eligible  
Participants!



### TOPICS INCLUDE

- What to wear – Proper business attire presented by Goodwill
- What to bring – Be prepared and ready to interview on the spot
- How to write a resume that sticks
- How to complete an application and applying online
- How to nail an interview and what happens next
- What to expect with Employer Drug Testing
- Learn about the advantage of American Job Center Services
- Learn how to make job fairs and interviews work for you

**Attending one of these sessions earns you an advantage badge to present to employers at the SPRING JOB FAIR!**

#### \* Registration Requirements:

Email Full Name, Phone Number(s), Email Address, and Specify Session 1 or Session 2 to:  
[careercenterinfo@sedev.org](mailto:careercenterinfo@sedev.org)

YOU MAY ALSO REGISTER BY VISITING [WWW.SECAREERCENTER.ORG](http://WWW.SECAREERCENTER.ORG) CLICK ON THE CALENDAR ICON, SELECT \*ALL CHATTANOOGA EVENTS, THEN CHOOSE THE APRIL 25<sup>TH</sup> - HOW TO GET A JOB 101 FOR INFO THEN SCROLL TO THE BOTTOM AND RSVP FOR THIS EVENT.

Job seekers with disabilities are also encouraged to attend. If you need accommodations for the fair, please register by April 18<sup>th</sup> by emailing [trish.farmer@tn.gov](mailto:trish.farmer@tn.gov)

This is a free service presented by:

