



March 2020 Calendar of Events – Germantown

Montgomery County American Job Center

12900 Middlebrook Rd, First Floor, Germantown, MD 20874

(240) 406-5485

Monday	Tuesday	Wednesday	Thursday	Friday
2 9:30 am: Introduction to Services 10am - 12pm: Interview Techniques 1 pm - 3 pm: Career Strategies	3 10 am -12 pm: Résumé Builder 1	4 10 am -12 pm: Art of Negotiation	5	6 10 am -12 pm: Résumé Builder 2
9 10 am -12 pm: Résumé Builder 1 1 pm - 3 pm: The Online Job Search	10 10 am -12 pm: Résumé Builder 2	11 10am - 12pm: Job Seekers Over 50 1 pm - 3 pm: Interview Techniques	12 10 am -12 pm: Intro to PMP 1 pm - 3 pm: Business Communications	13 10 am -12 pm: Advanced Interview Prep
16 9:30 am: Introduction to Services 10am - 12pm: Résumé Builder 1 1 pm - 3 pm: Career Strategies	17	18 10 am -12 pm: Interview Techniques	19	20 10 am -12 pm: Résumé Builder 2
23 10am - 12pm: Interview Techniques 1 pm - 3 pm: Art of Negotiation	24 10 am -12 pm: Advanced Interview Prep	25 10 am -12 pm: The Online Job Search 1 pm - 3 pm: Résumé Builder 1	26 10 am - 12 pm: Career Strategies 1 pm - 3 pm: Résumé Builder 2	27
30 9:30 am: Introduction to Services 10am - 12pm: Résumé Builder 1 1 pm - 3 pm: Job Seekers Over 50	31 10 am -12 pm: Résumé Builder 2	April 1 10 am -12 pm: The Online Job Search	2	3 10am - 12pm: Entrepreneurship Basics

➤ **How to Register for a Workshop**

*You must have a **completed and updated profile** to register for any workshops. Go to the website: www.mwejobs.maryland.gov
 Click: Appointment Center > Events Calendar.
 Select location and click "filter." Click on a workshop from the calendar.

The WALK-IN STANDBY POLICY allows customers who are unable to register, to access available seats (in person) the day of the workshop. Please call for assistance.

Attendance Policy: Customers arriving late will not be admitted.

Reserved seats are held for pre-registered customers who **arrive on time**. In fairness to all workshop participants, ten (10) minutes after the scheduled start-time (regardless of available seating), doors will be closed, and workshops will begin.

There is no grace period for Introduction to Services, late arrivals need to reregister

**Childcare notice: Childcare is not available.
 Children are not permitted in the training rooms.**

"WorkSource Montgomery is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities."