

Job Club Workshop

PRESENTED BY ARIZONA@WORK - CITY OF PHOENIX

Workshop Highlights:

- Resume Tailoring for Success: Learn how to create a resume that catches employers' attention!
- Behavioral Interview Strategies
- Job Search Tips & Networking: Get the tools and connections you need to succeed.

Who Should Attend?

- Individuals seeking employment or career advancement.
- Anyone who wants to stand out in the job market!

Get Ready for Your Next Career Opportunity!

- ◆ FREE Professional Work Readiness Training ◆
Open To All Job Seekers!

Explore Career Options, Boost Your Resume, & Master Your Interview and Soft Skills

- ✓ Learn Powerful Job Search Strategies
- ✓ Craft a Standout Resume
- ✓ Ace Your Interview with Confidence
- ✓ Personalized Feedback from Experts



Join Online Workshops

Register [HERE](#)



Job Center Locations

City of Phoenix – West

- 3406 North 51st Avenue, Phoenix, AZ 85031
- Phone: (602) 495-6906

City of Phoenix – South

- 4635 South Central Ave, Phoenix, AZ 85040
- Phone: (602) 495-6905

September 2025 Workshop Schedule

Mondays – Self and Career Exploration

Discover your ideal job, explore careers matching your interest and personality, and learn tools for effective career research.

- Date: September 8, 15, 22 & 29
- Time: 10:30 AM - 12:30 PM
- Location: Virtual & In-person
- September 8: In-person at West Job Center,
- September 29: In-person at South Job Center

Tuesdays – Create a Winning Resume

Learn insider tips for writing and accomplish crafting cover letter, building resumes and selecting references.

- Date: September 9, 16, 23 & 30
- Time: 10:30 AM - 12:30 PM
- Location: Virtual & In-person
- September 23: In person at Ocotillo Library 102 W. Southern Ave, Phoenix AZ 85041

Thursdays – Interview Skills for Success

Prepare for interviews by learning how to answer questions, present yourself, and follow up after the interview.

- Date: September 11, 18 & 25
- Time: 10:30 AM - 12:30 PM
- Location: Virtual
- September 25: In person at Ocotillo Library 102 W. Southern Ave. Phoenix AZ 85041



Find more information by visiting the City of Phoenix, Human Services Department website.

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities. Please contact 602-262-6776 or City TTY Relay 7-1-1 as early as possible to coordinate needed arrangements



ARIZONA@WORK City of Phoenix is funded by the US Department of Labor, for more information scan or scan the code.

