

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

[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



March 2026 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.

- Time: 10:30 AM - 12:30 PM
- **Mar 2, 9, 16 & 23** Location: **Virtual**
- **Mar 2: In-person** West Job Center
- **Mar 23: In-person** South Job Center

Tuesdays – Create a Winning Resume

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

- Time: 10:30 AM - 12:30 PM
- **Mar 17 & 24** Location: **Virtual**
- **Mar 10 In-person ONLY** West Job Center
- **Mar 24 In-person Ocotillo Library** 102 W Southern Ave, Phx, AZ 85041

Thursdays – Interview Skills for Success

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

- Time: 10:30 AM - 12:30 PM
- **Mar 5, 19, & 26** Location: **Virtual**
- **Mar 12 In-person ONLY** South Job Center
- **Mar 26 In-person Ocotillo Library** 102 W Southern Ave, Phx, AZ 85041

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