

# 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](#)



<https://sites.google.com/view/arizonaatworksoar/workshops>



## 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

## May 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**
- **May 4, 11 & 18 Location: Virtual**
- **May 4: In-person West Job Center**
- **May 18: 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**
- **May 14, 21 & 28 Location: Virtual**
- **May 5 In-person ONLY South Job Center**
- **May 19 In-person Ocotillo Library 102 W Southern Ave, Phx, AZ 85041**

### Wednesday – Soft Skills for Success

Prepare Understand how soft skills can help you in the workplace.

- **Time: 10:30 AM - 12:30 PM**
- **May 13 & 20 Location: Virtual**

### 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**
- **May 14 & 21 Location: Virtual**
- **May 7 In-person ONLY West Job Center**
- **May 21 In-person Ocotillo Library 102 W Southern Ave, Phx, AZ 85041**



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

