

The District of Columbia Department of Human Resources (DCHR) is offering classes for DC residents every other Tuesday from 10 a.m to 12:30p.m. Classes are held at the DCHR Customer Care Center located at 441 4th Street, NW, in the South lobby.

## Resume Writing & Job Interview Skills

- \* The Resume Writing and Job Interview techniques course will help participants to construct a resume that makes an effective and dynamic first impression.
- \* Participants will also gain insight strategies that will increase the effectiveness of their job search.
- \* This course will also assist participants in understanding how to avoid common interview errors, learn how to answer typical interview questions and discuss how to formulate thoughtful interview questions.

## Registration

Visit <u>dchr.dc.gov</u> to register online.

## **Questions:**

If you have any questions, please contact DCHR at (202) 442-9700.

## **2017 Class Schedule**

July 11th and 25th
August 8th and 22nd
September 5th and 19th
October 3rd, 17th and 31st
November 14th and 28th
December 12th



