


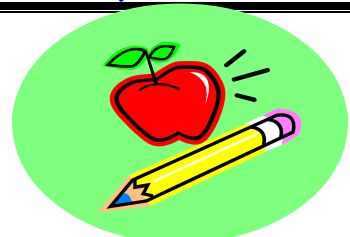

www.pacareerlink.state.pa.us ®

250 E. Harmony St.

Coatesville, PA 19320

610-384-9393 Fax: 610-384-1699 TTY: 484-340-3490

Hours: Monday - Friday 8:30 AM – 4:30 PM

Monday 8:30 AM– 4:30 PM	Tuesday 8:30 AM– 4:30 PM	Wednesday 8:30 AM– 4:30 PM	Thursday 8:30 AM– 4:30 PM	Friday 8:30 AM–4:30 PM
		1 OVR Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM	2 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM	3 OVR KeyTrain am/pm
OFFICE CLOSED FOR LABOR DAY	7 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM	8 OVR Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM	9 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM Job Corps 10:00am Ace that Interview Workshop 10-12	10 KeyTrain am/pm
13 Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM Coping with Job Loss 2PM - 3PM	14 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM Chips Health Insurance 10AM - 11AM	15 OVR Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM Resume Writing 1 - 2:30	16 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM Effective Cover Letter Writing Workshop10-12	17 OVR KeyTrain am/pm Employer Workshop Apprenticeships 9AM - 11AM
20 Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM	21 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM	22 OVR Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM	23 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM Financial Strategies for Todays Economy 10-12	24 KeyTrain am/pm
27 Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM	28 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM	29 OVR Goodwill Senior Employment 9:00-3:30 by appointment only PREP 9AM	30 OVR Goodwill Senior Employment 9:00-3:30 by appointment only WIA Orientation 1:30 PM	

SERVICES OFFERED

- * **WIA ORIENTATION:** To familiarize you with the resources/education/training available at Chester County CareerLink, Coatesville. Offered every Tuesday & Thursday at 1:30pm. Call 610-384-9393 to schedule for this workshop.
- * **GED PREPARATION:** Open entrance/open exit; no cost to participate; GED test preparation.
- * **COMPUTER INTRODUCTION:** Become familiar with terminology, input commands, and understand the keyboard.
- * **RESUME WRITING:** Helps job seekers to focus on skills desired by employers; help to redirect skills and refocus to optimize one's marketability; and receive suggestions on how to improve your resume.
- * **INTERVIEWING TECHNIQUES:** Addresses the reality of rejection, techniques to overcome negative thinking, and most commonly asked interview questions & answers. Receive tips on what employers expect in the workplace.
- * **PREP ORIENTATION:** Profile Reemployment Project (by appointment only). A mandatory Unemployment Compensation program.
- * **NEW DIRECTIONS:** By invitation only from Department of Welfare.
- * **JOB CORPS:** Services for youth up to age 25; free vocational training.
- * **OVR:** Office of Vocational Rehabilitation – offers services for people with physical, emotional and/or mental disabilities.
- * **VETERANS SERVICES:** Meet with a veteran representative for veteran employment, job searching, and training opportunities.