



**Loudoun Workforce Resource Center**  
 102 Heritage Way, N.E., 1st Floor  
 P. O. Box 7400  
 Leesburg, VA 20177-7400  
 (703) 777-0150 (Voice)  
 711 (VA Relay)  
[www.loudoun.gov/wrc](http://www.loudoun.gov/wrc)



Hours of Operation:

Monday, Tuesday, Thursday, Friday  
 9:00am - 4:30pm  
 Wednesday 9:00am - 12:00noon

**Meet the Employer  
 Events On-site Recruiting**

**Coal Fire Pizza**  
 Tuesday, 04/03/18  
 9:00 am-12:00 noon

**Continental Pools**  
 Tuesday, 04/03/18  
 1:30 pm-4:00 pm

**Sunrise Medical Lab**  
 Thursday, 04/05/18  
 9:30 am-12:00 noon

**Morrison Healthcare**  
 Thursday, 04/05/18  
 1:30 pm-4:00 pm

**Sears Auto Center**  
 Monday, 04/09/18  
 1:30 pm-4:00 pm

Please visit our website for the most current event information  
[www.loudoun.gov/wrc](http://www.loudoun.gov/wrc)

Workshops are offered at NO COST. However, Pre-Registration is Required. To register please visit:  
[www.loudoun.gov/wrcworkshops](http://www.loudoun.gov/wrcworkshops)

If you require a reasonable accommodation for any type of disability in order to participate in Loudoun Workforce Resource Center services, please contact the Center at 703-777-0150. Three business days advance notice is requested.

**April 2018**

Mon	Tue	Wed	Thu	Fri
<p><b>2</b></p> <p>WIOA Screening Walk-in 9:00 am - 11:50 am</p> <p>DARS Rep. 10:00 am - 2:00 pm</p> <p>Youth WIOA Orientation *By Appointment</p>	<p><b>3</b></p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>Excel Basic 9:00 am - 4:00 pm</p> <p>VEC Veteran Rep. 10:00 am - 3:00 pm</p> <p>Mock Interview 12:30 pm - 4:00 pm</p>	<p><b>4</b></p> <p>Best in Class Service 9:30 am - 11:30 am</p> <p><b>CLOSE @ 12:00 noon</b></p> <p></p> <p>Visit Us at the Hire Loudoun Career Fair Dulles Airport Marriott Today from 10am - 2pm</p>	<p><b>5</b></p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>PowerPoint Basic 9:00 am - 4:00 pm</p> <p>"SCAR-Q - Discover Your Competencies" 10:00 am - 12:00 noon</p>	<p><b>6</b></p> <p>So You Think You Can Interview? 10:00 am - 12:00 noon</p> <p>WIOA Screening *By Appointment</p>
<p><b>9</b></p> <p>WIOA Screening Walk-in 9:00 am - 11:50 am</p> <p>Word Basic Full-Day 9:00 am - 4:00 pm</p> <p>Orientation to Center Services 10:00 am - 11:00 am</p> <p>Deaf &amp; Hard of Hearing Rep. 1:00 pm - 3:30 pm</p> <p>Youth WIOA Orientation *By Appointment</p>	<p><b>10</b></p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>Strategize Your Job Search 10:00 am - 12:00 noon</p> <p>VEC Veteran Rep. 10:00 am - 3:00 pm</p> <p>Mouse &amp; Keyboard Basics 1:00 pm - 4:00 pm</p> <p>Negotiate Your Best Offer 2:00 pm - 4:00 pm</p>	<p><b>11</b></p> <p>Navigating LinkedIn for New Users 9:30 am - 11:30 am</p> <p><b>CLOSE @ 12:00 noon</b></p>	<p><b>12</b></p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>Excel Basic 9:00 am - 4:00 pm</p>	<p><b>13</b></p> <p>Resume Writing 101 12:30 pm - 4:00 pm</p> <p>WIOA Screening *By Appointment</p>
<p><b>16</b></p> <p>WIOA Screening Walk-in 9:00 am - 11:50 am</p>	<p><b>17</b></p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>Word Basic Half-Day 9:30 am - 12:00 noon</p> <p>Play Nice - Getting Along with Co-Workers 10:00 am - 12:00 noon</p> <p>VEC Veteran Rep. 10:00 am - 3:00 pm</p>	<p><b>18</b></p> <p><b>CLOSE @ 12:00 noon</b></p>	<p><b>19</b></p> <p>30 Second Commercial - "So Tell Me About Yourself" 9:00 am - 11:30 am</p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>Networking Fundamentals 1:00 pm - 2:30 pm</p>	<p><b>20</b></p> <p>Successful Phone Interviewing 2:00 pm - 3:30 pm</p> <p>WIOA Screening *By Appointment</p> <p></p> <p>Visit Us at the Sterling Job Fair Claude Moore Park Sat. 4/21 ~ 10am - 2pm</p>
<p><b>23</b></p> <p>WIOA Screening Walk-in 9:00 am - 11:50 am</p> <p><a href="#">GED Placement Testing - 9:30 am Registration Required - 571-252-1393</a></p>	<p><b>24</b></p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>Your Transferable Skills 10:00 am - 12:00 noon</p> <p>VEC Veteran Rep. 10:00 am - 3:00 pm</p>	<p><b>25</b></p> <p>Find a Career...Change a Career...My Next Move 10:00 am - 11:00 am</p> <p><b>CLOSE @ 12:00 noon</b></p>	<p><b>26</b></p> <p>Resume Critique Walk-in from 9:00 am - 11:50 am</p> <p>Mock Interview 9:00 am - 12:30 pm</p>	<p><b>27</b></p> <p>Resume Writing 101 9:00 am - 1:00 pm</p> <p>WIOA Screening *By Appointment</p>
<p><b>30</b></p>				



## **Partner Contacts**

**Crossroads Jobs, Inc.** ~ Crossroads Jobs is a free employment service, connecting capable applicants with market-place jobs. **Carol Smith ~ 703-771-4112**

**Department of Aging and Rehabilitative Services (DARS)** ~ In partnership with people with disabilities and their families, the Virginia Division of Rehabilitative Services collaborates with the public and private sectors to provide and advocate for the highest quality services that empower individuals with disabilities to maximize their employment, independence and full inclusion into society. ~ **Loudoun Office ~ 703-771-4775**

**Job Link, Loudoun County Community Services Board** ~ Job coaches provide one-on-one assistance to individuals with disabilities with finding and keeping regular jobs in the community. **Sara Westfall ~ 703-777-0562**

**Loudoun County Public Schools, Adult Education** ~ LCPS Adult Education provides educational opportunities for adults who wish to acquire competencies necessary for further education, employment, or personal enrichment. **Carolyn Solares ~ 571-252-1393**

**Northern Virginia Community College** ~ NVCC is a comprehensive institution of higher learning offering programs of instruction generally extending not more than two years beyond the high school level. **Esther Perantoni ~ 703-450-2551**

**Ticket to Work** ~ A Social Security Administration program designed to provide employment related assistance to SSDI and SSI beneficiaries who are between the ages of 18 and 64. To schedule an appointment please contact ~**703-827-3782**

**Transit & Commuter Services: Loudoun County Department of Transportation & Capital Infrastructure** ~ The Transit & Commuter Services team offers helpful information to residents, employers, and individuals traveling to work in Loudoun County. **1-877-GO-LCBUS or 703-771-5665**

**Virginia Employment Commission** ~ [Alexandria-703-813-1300](tel:703-813-1300)/[Prince William-703-897-0407](tel:703-897-0407)/[Winchester-540-722-3415](tel:540-722-3415)

**Virginia Employment Commission ~ Veterans Services** ~ Veterans, Disabled Veterans and Businesses are eligible to receive employment services. Veteran Services are provided by a network of professional Workforce Services Representatives, Disabled Veteran Outreach Specialists and Local Veteran Employment Representatives. ~ **Jim Lauver ~ 703-813-1300 or james.lauver@vec.virginia.gov**

**Virginia Financial Success Network** ~ The VFSN is open to any adult enrolled in the WIOA Program. Participants will benefit from individual financial coaching, budgeting, and financial educations. Please contact the Financial Coach, Tisha Chase, with questions - [tisha.chase@myskillsource.org](mailto:tisha.chase@myskillsource.org) ~ **703-474-8276**

**Virginia Job Corps** ~ Job Corps is a no-cost education and vocational training program administered by the U.S. Department of Labor that helps young people ages 16 through 24 improve the quality of their lives through vocational and academic training. **1-800-733-JOBS or contact the Alexandria office ~ 703-671-5300**

**Youth WIOA Program** ~ The WIOA Program helps youth ages 17-24 to gain the skills needed to succeed in the workforce through career development and educational support. **Fariyah Kuraishi ~ 571-385-9672**

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