

NORTH BERGEN FREE PUBLIC LIBRARY

NICHOLAS J. SACCO
MAYOR

SAI RAO
LIBRARY DIRECTOR

PROFESSIONAL SKILLS WORKSHOPS

Prepare today to get the job tomorrow!

REGISTER AT THE REFERENCE DESK TODAY

(No residency requirement. All are welcome.)

Acing the Job Interview I

An overview of the interview process, including how to prepare for the interview; and what to expect during each phase of the interview process. How to follow up after the conclusion of the interview is also reviewed.

Monday, May 8, 2017 at 6:00 pm

Acing the Job Interview II

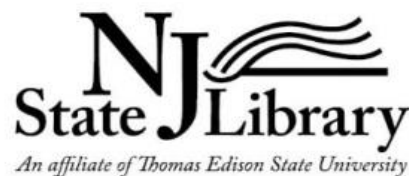
An in-depth review of typical interview questions and answers, including the use of SOARS and other formats to develop your own answers to these questions.

Monday, May 22, 2017 at 6:00 pm

Introduction to Microsoft Word

Explore the basic features and functions of Microsoft Word.

Monday, May 29, 2017 at 6:00 pm



Kennedy Branch – 2123 Kennedy Blvd., North Bergen, NJ 07047
(201) 869-4715 Ext 6 • www.nbpl.org