Crafting Your Cover Letter Workshop

Presented by Emily Cooper of Finger Lakes Hired

Mondays: June 19th, July 17th, August 21st
10:00-11:00 AM

At the C*rafting Your Cover Letter Workshop* we will discuss:

The importance of writing cover letters when applying for jobs, what a cover letter is, and some tips for writing cover letters.

After the 30 minute workshop, the Employment Specialist will be available in the Resource Room to assist in writing cover letters.

You must register in advance and have a current membership with the One-Stop System.

To Attend

E-mail ecooper@rochesterworks.org. *Be sure to include your Career Center NY Member # in the text of your e-mail.*

OR

Call 585-344-2042 or you may sign up at the front desk in Batavia

Genesee County Career Center
587 East Main St.
Batavia, New York 14020
(585) 344-2042

www.FingerLakesHired.com
Equal Opportunity Employer/Program
Auxiliary aids and services are available upon request to individuals with disabilities.