



Leveraging Success

CUSTOMER SERVICES

We'll Help You...

- Write a **Résumé**
- Find Job **Leads** that Match your Skills
- Determine Career **Goals**
- Learn Effective **Interviewing** Techniques
- Obtain/Upgrade **Skills** for a New Job



Contact us today to learn more about our FREE services!

Your TOP RESOURCE for Job & Career Assistance

JOB SEARCH RESOURCES

- Current local job postings
- Skills assessment & digital learning lab
- Career development library
- Maryland Workforce Exchange & online job search support
- Resource Center with access to computers, printers, telephone, & fax line
- Professional staff, including specialists for youth & veterans
- Federal bonding

JOB SEARCH ASSISTANCE

- Career assessment, planning, & development
- Individual consultation
- Resume & cover letter development
- Interview Practice
- Virtual interviewing instruction & tips
- Skills upgrade & occupational training opportunities
- Monthly Job Fairs

WORKSHOPS & SEMINARS

- Building a Better Resume
- Resume Clinic
- Interviewing for Success
- LinkedIn
- Overcoming the Age Factor
- Entrepreneurship
- Financial Education
- Weekly Job Club
- Access to additional virtual workshops

STOP IN OR CONTACT US TODAY!



CARROLL COUNTY
WORKFORCE
DEVELOPMENT

224 North Center Street
Westminster, MD 21157

HOURS: M - F, 8am - 4:30pm

carrollworks.com
410-386-2820

TTY (MD Relay): 711/800-735-2258



Carroll County
ECONOMIC DEVELOPMENT



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americanjobcenter[®]
network

ACCESSIBILITY NOTICE: The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services at 410.386.3600, 1.888.302.8978, MD Relay 7-1/1.800.735.2258 or email ada@carrollcountymd.gov as soon as possible but no later than 72 hours before the scheduled event. Carroll County Workforce Development is an equal opportunity employer/program; discrimination in WIOA Title I financially assisted programs or activities is prohibited by federal law; auxiliary aids and services are available upon request to individuals with disabilities.

CCWD services are funded in part by federal funds. Please visit www.carrollworks.com for the current program year funding levels.