



OCEAN COUNTY LIBRARY

Connecting People ... Building Community...Transforming Lives

101 Washington St., Toms River, NJ 08753-7625

Telephone: 732-349-6200

www.theoceancountylibrary.org

Susan Quinn, Director

March 17, 2015

PRESS RELEASE

What: 2 sessions to help people find a new job

When: Tue. 4/14 & Thur 4/16, both at 10 a.m.

Where: Brick branch, 301 Chambers Bridge Rd.

CONTACT: Larry Meegan, 732-349-6200, ext. 5906
lmeegan@theoceancountylibrary.org

Improve your job search skills at the Brick library branch

TOMS RIVER - Ocean County Library's Brick branch, 301 Chambers Bridge Road, will offer two computer sessions in April to help jobseekers.

The branch will offer Career Database Training 10 a.m. Tuesday April 14. Participants will explore the library's career databases and get the tools they need to perform their own online searches.

The branch will offer Resume Writing 10 a.m. Thursday April 16. Participants will learn the basics of writing a general career resume and cover letter. The branch recommends participants bring a USB/Flash drive with them so they can save a copy of their documents.

Both programs require that you know mouse and computer basics. In addition, the resume writing session requires you to know how to use Microsoft basics.

The programs are free and open to the public but registration is required. To register telephone the branch 732-477-4513 or go to the library Web site:

www.theoceancountylibrary.org , click on the "Events & News" icon, then click on "Calendar of Events."