

# MOBILE WORKFORCE CENTER



The Mobile Workforce Center travels throughout Will County offering a variety of services for job seekers, including computers with internet access for online applications & job searches, the ability to create/revise a competitive résumé and an online job board with listings from Will County businesses. Staff will be available to assist job seekers inside these sites if the Mobile Workforce Center is off the road for maintenance.

## December 2018

## ADDRESSES

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>3</b> Fountaindale Public Library District 9:30am -12:00pm 1:00 - 3:30pm	<b>4</b> University Park Village Hall 9:30am -12:00 pm 1:00 – 3:00 pm	<b>5</b> Plainfield Public Library 9:30am – 12:00pm 1:00 - 3:30pm	<b>6</b> Wilmington Public Library District 9:30am -12:00pm 1:00 -3:00pm	<b>7</b> *Special Event Frankfort Library 9:30am -12:00pm  Mokena Library 1:30 - 3:30pm
<b>10</b> Fountaindale Public Library District 9:30am -12:00pm 1:00 - 3:30pm	<b>11</b> University Park Village Hall 9:30am -12:00 pm 1:00 – 3:00 pm	<b>12</b> Plainfield Public Library 9:30am – 12:00pm 1:00 - 3:30pm	<b>13</b> Wilmington Public Library District 9:30am -12:00pm 1:00 -3:00pm	<b>14</b> Frankfort Library 9:30am -12:00pm  Mokena Library 1:30 - 3:30pm
<b>17</b> *Special Event Fountaindale Public Library District 9:30am -12:00pm 1:00 - 3:30pm	<b>18</b> *Special Event University Park Village Hall 9:30am -12:00 pm 1:00 – 3:00 pm	<b>19</b> Plainfield Public Library 9:30am – 12:00pm 1:00 - 3:30pm	<b>20</b> MAINTENANCE DAY	<b>21</b> Frankfort Library 9:30am -12:00pm  Mokena Library 1:30 - 3:30pm
<b>24</b> HOLIDAY	<b>25</b> HOLIDAY	<b>26</b> Plainfield Public Library 9:30am – 12:00pm 1:00 - 3:30pm	<b>27</b> Wilmington Public Library District 9:30am -12:00pm 1:00 -3:00pm	<b>28</b> Frankfort Library 9:30am -12:00pm  Mokena Library 1:30 - 3:30pm
<b>31</b> MAINTENANCE DAY				

**Fountaindale Public Library District**  
 300 West Briarcliff Road  
 Bolingbrook

**University Park Village Hall**  
 698 Burnham Drive  
 University Park

**Plainfield Public Library**  
 15025 S. Illinois Street  
 Plainfield

**Wilmington Public Library District**  
 201 S. Kankakee Street  
 Wilmington

**Frankfort Public Library District**  
 21119 S. Pfeiffer Road  
 Frankfort

**Mokena Community Public Library District**  
 11327 W. 195th Street  
 Mokena

### \*Special Events\*

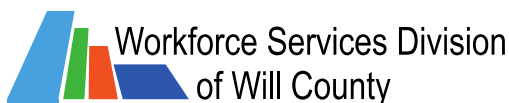
December 7 at 1:30pm  
 Standout Résumé Workshop

December 17 at 1:30pm  
 Microsoft Word Workshop

December 18 at 10:00am  
 Job Readiness Workshop

The workshops will be broadcast to the Mobile Workforce Center.

\*See back page\*



2400 Glenwood Avenue • Joliet, IL 60435 • 815.727.4444 • Illinois Relay: 711 • jobs4people.org

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



## Event Descriptions

**December 7 at 1:30pm**  
**Mokena Library**  
**Standout Résumé Workshop**

Learn the basics of creating a competitive résumé and cover letter. Individual resume reviews are available upon request.

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**December 17 at 1:30pm**  
**Fountaindale Library**  
**Microsoft Word Workshop**

Learn how to use Word to create a professional looking résumé and cover letter.

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**December 18 at 10:00am**  
**University Park Village Hall**  
**Job Readiness Workshop**

Want tips on how to get employed using current job search techniques? This workshop gives you an overview of resources for job seekers including networking, completing applications, résumés, interviewing and Illinois JobLink.