



# Maricopa County Human Services Department

## News Release

**Workforce Development**  
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## FOR IMMEDIATE RELEASE

### SCHOOL'S OUT – SUMMER EMPLOYMENT'S IN

Summer has arrived, school is out and many teens have hit the pavement to look for part-time employment. As adults, we know that looking for a job can be a full-time job. Now, factor in the fact that you have very little experience, no interviewing skills or resume, and are not familiar with the job seeking process.

Feeling overwhelmed? If so, now you know how your sons and daughters feel. Maricopa Workforce Connections (MWC) offers a youth program through the Career Center located at 735 N. Gilbert Road to help them conquer these challenges. Through the Center, youth have the opportunity to:

**Develop a resume.** Most teens enter the Center thinking they have no marketable skills or experience. While developing their resumes, they're often surprised to learn they can list marketable skills gained through internships, school programs, and activities.

**Learn how to complete an application.** Being prepared, neat and positive on an application is essential. Remember, the employer may form their first impression from the application so you want it to be a good one.

**Dress for success.** Appearance *does* matter! Learn what employers consider to be acceptable attire for interviews and the workplace.

**Practice interviewing techniques.** How do you answer tough interview questions? Practicing will give you some sense of what the employer is looking for and how to handle the curve balls they're throwing at you

**Don't get discouraged.** Remember, you may not land the first job you apply for so don't get discouraged, chalk it up to a learning experience.

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