



# KENTON COUNTY PUBLIC LIBRARY Career & Job Services Division

## FEBRUARY

### Upcoming Job Search Skills Classes

LinkedIn for Business

Friday, February 02, 2024 9:00 AM – 12:00 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Getting Started: Begin Your Career Transition with Us

Monday, February 05, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Interviewing Skills Workshop

Tuesday, February 06, 2024 10:30 AM – 12:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Build Your LinkedIn Profile, Part I

Tuesday, February 06, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Northern Kentucky Accountability Group

Wednesday, February 07, 2024 9:15 AM - 11:30 AM

[Click Here For More Information](#)

*\*Location: Erlanger Library*

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Transferable Skills Workshop

Thursday, February 08, 2024 10:00 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Seal the Deal: Create a Successful Selling Plan for Your Business

Thursday, February 08, 2024 6:00 PM – 7:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Elevator Pitch Power Hour

Monday, February 12, 2024 10:00 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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LinkedIn Photo Session

Monday, February 12, 2024 5:00 PM – 7:00 PM

[Click Here To Register](#)

*\*Location: Durr Library*

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Creating a Spotlight Document

Monday, February 12, 2024 6:00 PM – 7:30 PM

[Click Here To Register](#)

*\*Location: Online*

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Toastmasters

Monday, February 12, 2024 6:45 PM – 8:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Communication and Conflict Resolution In Your Career (and Beyond)

Tuesday, February 13, 2024 10:00 AM – 12:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Build Your LinkedIn Profile, Part II

Tuesday, February 13, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Northern Kentucky Accountability Group

Wednesday, February 14, 2024 9:15 AM - 11:30 AM

[Click Here For More Information](#)

*\*Location: Erlanger Library*

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Content Planning 101 for Social Media Marketing

Wednesday, February 14, 2024 3:00 PM – 4:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Introduction to Online Learning

Thursday, February 15, 2024 6:00 PM – 7:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Managing ATS Workshop

Friday, February 16, 2024 10:00 AM – 12:00 PM

[Click Here To Register](#)

*\*Location: Online*

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WIOA Eligibility Information Hour

Monday, February 19, 2024 10:30 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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Getting Started: Begin Your Career Transition with Us

Tuesday, February 20, 2024 10:00 AM – 12:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Resume Basics for Today

Tuesday, February 20, 2024 1:00 PM – 3:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Build Your LinkedIn Profile, Part III

Tuesday, February 20, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Northern Kentucky Accountability Group

Wednesday, February 21, 2024 9:15 AM - 11:30 AM

[Click Here For More Information](#)

*\*Location: Erlanger Library*

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Reduce Future Accident Risk: Analyzing Your OSHA Logs

Wednesday, February 21, 2024 2:00 PM – 3:00 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Core Skills Workshop

Wednesday, February 21, 2024 6:00 PM – 7:30 PM

[Click Here To Register](#)

*\*Location: Online*

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How to Improve Your Efficiency with ChatGPT

Wednesday, February 21, 2024 7:00 PM – 8:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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The Fine Art of Job Search Correspondence

Thursday, February 22, 2024 10:00 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Boost Your Business with Google

Friday, February 23, 2024 1:00 PM – 4:00 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Ace Your Next Job Interview

Monday, February 26, 2024 2:00 PM – 3:00 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Mastering the Art of Informational Meetings

Monday, February 26, 2024 6:00 PM – 7:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Toastmasters

Monday, February 26, 2024 6:45 PM – 8:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Improve Your Resume with Practical Strategies

Tuesday, February 27, 2024 10:00 AM – 11:00 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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Managing Your Email

Tuesday, February 27, 2024 1:00 PM – 2:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Build Your LinkedIn Profile, Part IV

Tuesday, February 27, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Northern Kentucky Accountability Group

Wednesday, February 28, 2024 9:15 AM - 11:30 AM

[Click Here For More Information](#)

*\*Location: Erlanger Library*

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Side Hustle Without the Hustle

Wednesday, February 28, 2024 6:00 PM – 7:30 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Resume Basics for Today

Thursday, February 29, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Online*

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## Upcoming Computer & Online Training Classes

Device Advice Thursdays

Thursday, February 01, 2024 11:00 AM – 1:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Microsoft Excel: Basics

Tuesday, February 06, 2024 1:00 PM – 2:00 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Basic Excel

Tuesday, February 06, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Device Advice Thursdays

Thursday, February 08, 2024 11:00 AM – 1:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Power Your Job Search with Google Tools

Friday, February 09, 2024 10:00 AM – 11:00 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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Intermediate Excel

Tuesday, February 13, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Device Advice Thursdays

Thursday, February 15, 2024 11:00 AM – 1:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Device Advice Thursdays

Thursday, February 22, 2024 11:00 AM – 1:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Microsoft Excel: Advanced

Saturday, February 24, 2024 10:00 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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Device Advice Thursdays

Thursday, February 29, 2024 11:00 AM – 1:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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To register call 859-962-4071 (COV) or 859-962-4002 (ERL) or 859-962-4031 (DURR)

Online go to [KentonLibrary.org](https://www.kentonlibrary.org), click on [Career and Job Services](#), scroll down to Beginner Job Search Classes and click title of class to register.

If the class is taking place via Zoom, you will receive a Zoom Invitation in the confirmation email. Click the Zoom link and enter the password a few minutes before the start of the class time.

Need help with Zoom? Visit our Career & Job Services page

View: "Getting Started Video"

<https://www.kentonlibrary.org/careerandjobservices>