



**KENTON COUNTY**  
PUBLIC LIBRARY  
**Career & Job Services Division**

March

Upcoming Job Search Skills Classes

Managing ATS Workshop

Friday, March 01, 2024 10:00 AM – 12:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Getting Started: Begin Your Career Transition with Us

Monday, March 04, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Interviewing Skills Workshop

Tuesday, March 05, 2024 10:30 AM – 12:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Northern Kentucky Accountability Group

Wednesday, March 06, 2024 9:15 AM - 11:30 AM

[Click Here For More Information](#)

*\*Location: Erlanger Library or Via Zoom*

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Build Your LinkedIn Profile, Part I

Wednesday, March 06, 2024 1:00 PM – 2:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Creating a Federal Resume

Thursday, March 07, 2024 10:00 AM – 12:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Use Data Axle to Build a Target Company List for Your Job Search

Thursday, March 07, 2024 2:00 – 3:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Protect Yourself from Online Scams

Thursday, March 07, 2024 6:00 PM – 7:00 PM

[Click Here To Register](#)

*\*Location: Online*

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WIOA Eligibility Information Hour

Friday, March 08, 2024 10:30 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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Elevator Pitch Power Plan

Monday, March 11, 2024 6:00 PM – 7:30 PM

[Click Here To Register](#)

*\*Location: Online*

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Starting Your Own Consulting Business

Monday, March 11, 2024 6:00 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Toastmasters

Monday, March 11, 2024 6:45 PM – 8:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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The Fundamentals of Networking

Tuesday, March 12, 2024 6:00 PM – 8:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Build Your LinkedIn Profile, Part II

Wednesday, March 13, 2024 1:00 PM – 2:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Transferable Skills Workshop

Thursday, March 14, 2024 10:00 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Manage and Build Your Online Brand

Thursday, March 14, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Online*

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Side Hustle Without the Hustle

Monday, March 18, 2024 6:00 PM – 7:30 PM

[Click Here To Register](#)

*\*Location: Durr Library*

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Getting Started: Begin Your Career Transition with Us

Tuesday, March 19, 2024 10:00 AM – 12:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Resume Basics for Today

Tuesday, March 19, 2024 1:00 PM – 3:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Northern Kentucky Accountability Group

Wednesday, March 20, 2024 9:15 AM - 11:30 AM

[Click Here For More Information](#)

*\*Location: Erlanger Library or Via Zoom*

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LinkedIn Photo Session

Wednesday, March 20, 2024 11:30 AM – 12:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Build Your LinkedIn Profile, Part III

Wednesday, March 20, 2024 1:00 PM – 2:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Lean Six Sigma White Belt (through Breakthrough Performance)

Thursday, March 21, 2024 9:00 AM – 1:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Young Adult & Teen Job Fair

Thursday, March 21, 2024 4:00 PM – 6:00 PM

*\*Location: Covington Library*

[Click Here For More Information](#)

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Using Personality Assessments in Job & Career Transition

Friday, March 22, 2024 10:30 AM – 12:00 PM

*\*Location: Online*

[Click Here To Register](#)

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Create a Marketing Plan

Monday, March 25, 2024 10:00 AM – 11:30 AM

*\*Location: Erlanger Library*

[Click Here To Register](#)

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Mastering the Art of Informational Meetings

Monday, March 25, 2024 6:00 PM – 7:00 PM

*\*Location: Erlanger Library*

[Click Here To Register](#)

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Toastmasters

Monday, March 25, 2024 6:45 PM – 8:30 PM

*\*Location: Erlanger Library*

[Click Here To Register](#)

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Improve Your Resume with Practical Strategies

Tuesday, March 26, 2024 2:00 PM – 3:00 PM

*\*Location: Covington Library*

[Click Here To Register](#)

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Northern Kentucky Accountability Group

Wednesday, March 27, 2024 9:15 AM - 11:30 AM

*\*Location: Erlanger Library or Via Zoom*

[Click Here For More Information](#)

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Build Your LinkedIn Profile, Part IV

Wednesday, March 27, 2024 1:00 PM – 2:30 PM

*\*Location: Erlanger Library*

[Click Here To Register](#)

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Core Skills Workshop

Wednesday, March 27, 2024 6:00 PM – 7:30 PM

*\*Location: Online*

[Click Here To Register](#)

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The Fine Art of Job Search Correspondence

Thursday, March 28, 2024 10:00 AM – 11:30 AM

*\*Location: Erlanger Library*

[Click Here To Register](#)

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Ace Your Next Job Interview

Friday, March 29, 2024 10:00 AM – 11:00 AM

*\*Location: Covington Library*

[Click Here To Register](#)

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FIESTA Community Resource Fair

Saturday, March 30, 2024 10:00 AM – 4:00 PM

*\*Location: Erlanger Library*

[Click Here For More Information](#)

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## Upcoming Computer & Online Training Classes

Microsoft Excel: Basics

Tuesday, March 05, 2024 6:30 PM – 7:30 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Power Your Job Search with Google Tools

Friday, March 15, 2024 10:00 AM – 11:00 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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Password Management 101

Tuesday, March 19, 2024 10:00 AM – 11:00 AM

[Click Here To Register](#)

*\*Location: Covington Library*

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Basic Microsoft Word

Tuesday, March 19, 2024 10:30 AM – 12:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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How to Improve Your Efficiency with ChatGPT

Wednesday, March 20, 2024 7:00 PM – 8:30 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Boost Your Business with Google

Friday, March 22, 2024 1:00 PM – 4:00 PM

[Click Here To Register](#)

*\*Location: Covington Library*

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Time Management with Outlook and Google

Tuesday, March 26, 2024 6:30 PM – 8:00 PM

[Click Here To Register](#)

*\*Location: Erlanger Library*

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Microsoft Excel: Advanced

Saturday, March 30, 2024 10:00 AM – 11:30 AM

[Click Here To Register](#)

*\*Location: Covington 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](http://kentonlibrary.org), click on [Career & 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>