



Arizona Vocational Rehabilitation

JOB READINESS WORKSHOP

Let us help you get ready to work!

Learn or refresh your job seeking skills through participation in a 4-part Job Readiness workshop.

Topics that will be discussed include:

- Phone & email etiquette
- Dressing for success in the workplace
- Registering on the [Arizona Job Connection website](#)
- Building a resume & master application
- Job search & application
- Traditional and virtual interviewing
- Understanding your rights under the ADA

Questions? Interested in participating?

Talk to your VR Counselor or contact:

at

Equal Opportunity Employer / Program • Auxiliary aids and services are available upon request to individuals with disabilities • To request this document in alternative format or for further information about this policy, contact your local RSA office; TTY/TDD Services: 7-1-1 • Disponible en español en línea o en la oficina local

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