

PRESS RELEASE



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City Manager

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FREE job search classes offered at Haggard and Schimelpfenig libraries

Plano Public Library System will offer two job search classes this month at Haggard and Schimelpfenig libraries.

A Job Seeker Seminar, presented by Plano Public Library Foundation, is offered on Tuesday, Oct. 27 from 7 to 8:30 p.m. at Haggard Library, 2501 Coit Road. Advanced job seeking strategies will be presented, including effective networking, getting a resume beyond human resources screening, interview preparation, matching achievements to job requirements and maximum effectiveness of a resume.

A Job Search class is scheduled for Wednesday, Oct. 28 from 7 to 8:30 p.m. at Schimelpfenig Library, 5024 Custer Road. Job seekers will learn about resources available online and in the library to find job openings, using e-mail to give a great first impression and tips on preparing for an interview. Participants will also receive information about Tutor.com, a database available to library cardholders, which offers online real-time help with writing resumes and cover letters.

For further information, visit www.planolibrary.org, or call Schimelpfenig Library at (972) 769-4200 or Haggard Library at (972) 769-4250.