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Montgomery College to Offer Free Series of Fall Career Workshops for Adults *Workshops at the Rockville Campus November 3, 12, 17*

Montgomery College's Office of Adult Student Services will offer a series of career workshops especially designed for adults who need assistance to strengthen their skills for new work challenges, or for those who are interested in completing a degree they once started. The workshops, which are free and open to the public, will be held at the College's Rockville Campus November 3, 12, and 17. The times and venues are listed below.

- **Tuesday, November 3 – Resume Workshop, Part One**
5:30–7:30 p.m., Computer Science Building, Room 021
This workshop will explore key changes and developments in creating professional resumes, a critical tool to a successful hire.
- **November 12 – Federal Government Opportunities**
5:30–7 p.m., Humanities Building, Room 010
The federal employment opportunities and application process will be featured, highlighting shortcuts to mastering the complexities of government applications and building that all-important network to get employed.
- **Tuesday, November 17 – Resume Workshop, Part Two**
5:30–7:30 p.m., Humanities Building, Room 009
Participants in this workshop will finalize their resumes and prepare them for presentation.

Advance reservation is required for all the workshops. For more information and to reserve a place, call the Office of Adults Student Services at 240-567-4243; 240-567-5135; or e-mail adultreentry@montgomerycollege.edu.

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Montgomery College is a public, open admissions community college with campuses in Germantown, Rockville, and Takoma Park/Silver Spring, plus workforce development/continuing education centers and off-site programs throughout Montgomery County, Md. The College serves nearly 60,000 students a year, through both credit and noncredit programs, in more than 100 areas of study.

Central Administration
900 Hungerford Drive
Rockville, MD 20850
240-567-5000

Germantown Campus
20200 Observation Drive
Germantown, MD 20876
240-567-7700

Rockville Campus
51 Mannakee Street
Rockville, MD 20850
240-567-5000

Takoma Park/Silver Spring Campus
7600 Takoma Avenue
Takoma Park, MD 20912
240-567-1300

Workforce Development &
Continuing Education
51 Mannakee Street
Rockville, MD 20850
240-567-5188