

SECTION 3 JOB FAIR

**Success
starts
with
you!**

Dress for Success
You may be hired
on the spot!

Section 3 is a U.S. HUD mandated program that promotes job training, employment, and contracting opportunities be directed to low and very-low income persons.

Joseph Caleb Center

Meeting Room 110

[5400 NW 22nd Avenue Miami, FL 33142](#)

Wednesday, January 23, 2008

9:00am - 1:00pm

Bring your resume, photo ID, driver's license, Social Security card, other acceptable documents to complete form I-9 (Employment Eligibility Verification) and pen!

Available Career Opportunities

AIR CONDITIONING TECHNICIANS • APPRENTICESHIP PROGRAMS • BRICKLAYERS • CASHIERS • CARPENTERS • CLERKS • CONCRETE FINISHERS • ELECTRICIANS • JANITORS • LABORERS • PAINTERS • PLUMBERS • SECURITY GUARD SERVICES AND MORE

FOR ADDITIONAL INFORMATION CALL 305-644-5161

Sponsored by Miami-Dade Housing Agency, Office of Community and Economic Development, and Abilities of South Florida



It is the policy of Miami-Dade County to comply with all of the requirements of the Americans with Disabilities Act. The facility is accessible. For sign language interpreters, assistive listening devices or materials in accessible format, please call 305-644-5161 at least five days in advance of event.

Preparing and Dressing for the Job Interview

1. Get plenty of rest the night before!
2. Arrive at your interview on time or a little early.
3. Turn off your cell phone during the interview.
4. Bring picture identification and social security card.
5. Bring copies of your resume, certificates, diploma, licenses, and references. If you don't have a resume, have available the names and addresses of past employers and positions you have held.
6. Be prepared and confident that you can answer any question the interviewer may ask of you. Brush up on your interview skills. Ask a friend to interview you asking questions such as why are you applying for this job? Why are you the best qualified for this position? Why do you want to work for this company?
7. How you look has everything to do with the first impressions, so select clothing that is clean, neat, and professional.
8. Make sure that your hair is clean and styled appropriately.
9. Minimize or do not wear perfume or cologne as many people are allergic.
10. Cover any tattoos and avoid large or excessive jewelry. Limit pierced jewelry to ears only. Do not wear nose or tongue jewelry.



WOMEN

- Wear a classic suit or a simple dress with a jacket. Some appropriate colors are navy blue, black, dark green, dark red, burgundy, brown, or gray.
- Avoid wearing clothes that are tight, revealing or trendy. This is not a time to be provocative or sexy.
- Make-up should be minimal.
- Fingernails should be trimmed to a conservative length.
- Pantyhose should be flawless (no runs) and conservative in color.
- Shoes should be cleaned, polished and conservative in color.

MEN

- Wear a suit or sports jacket with color coordinated pants. Be sure pants are ironed. The color should be neutral or dark - blue, black, brown or gray is best.
- Wear long sleeve dress shirt. Be sure it is starched and ironed.
- Wear a tie to your interview -- even if the job you are seeking doesn't require one.
- Wear a belt.
- Shoes should be leather - clean and polished - black is best.
- Wear socks.
- Belt and shoes should be the same color.
- Make sure your nails are trimmed and that they are clean.

REMEMBER: Sell Yourself!