



NCWORKS NAVIGATION TRAINING

Date: Fridays

Time: 11:30 AM – 1:00 PM

**Where: NCWorks Career Center – Durham at Briggs
1105 S. Briggs Avenue
Durham, NC 27703**

Need assistance navigating NCWorks?

This training will provide tips on

- Computer & Job Search Troubleshooting
- How to set up an NCWorks.gov account
- How to recover lost e-mail passwords
- How to recover an NCWorks.gov password or username
- How to upload a resume to NCWorks.gov or company website
- How to build a resume using NCWorks resume builder

Due to limited space you must reserve your seat

NCWorks
career center
powered by Durham

To schedule an appointment, please contact:

**Tonya Joyner
1105 South Briggs Avenue
Durham, NC 27703
919-560-6880 EXT 233
Email: tonya.joyner@nccommerce.com**

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