

# the pipeline

Presented by C-TEC Youth Services

Volume 8 Issue 5

*Your source for events, trainings, tips & more!*

MAY 2015

## SUMMER JOB SEARCH TIPS

- **Start looking now:** Spring is hiring time for seasonal jobs. Beat the competition by starting your job search now!
- **Get the word out about your job search:** Start telling people that you're looking for a job. Think about all the adults you know and let them know that you're looking for work. They might be able to help you network or know someone who's hiring.
- **Be professional:** Make sure that everything included in your application is spelled correctly. Don't use all lower-case or all upper-case letters. Make sure your email address sounds professional, as does your voicemail. Dress appropriately for your interview.
- **Know where to look:** Apply at places that hire teens: fast food restaurants, movie theaters, health care facilities, nursing homes, receptionist jobs, retail, and more.

Check out [www.c-tecyouthservices.com](http://www.c-tecyouthservices.com)  
for more information about G-TEC, trainings, events, and more!

### Job Seeker Websites:

[www.indeed.com](http://www.indeed.com)  
[www.craigslist.com](http://www.craigslist.com)  
[www.jobdango.com](http://www.jobdango.com)  
[www.monster.com](http://www.monster.com)  
[www.careerbuilder.com](http://www.careerbuilder.com)

### G-TEC Youth Employment Lab

TUESDAYS & WEDNESDAYS

4:00 pm—5:00 pm

Worksource Clackamas: 506 High St, Oregon City

Stop by to get help with your resume, job search,  
interview skills, and more!

No appointment necessary.

C-TEC Youth Services is funded by the Workforce Investment Council of Clackamas County (WICCO).

Auxiliary aids and services are available upon request to individuals with disabilities.

Equal Employment Opportunity Programs. Oregon Relay 711.

## Technology Jobs

Are you interested in working with computers? Are you creative? A problem-solver? Would you like to make \$30 an hour? A career in the Technology field might be for you. Many jobs require only a 2 year degree or certificate that can be completed at an affordable community college. Here's a peek at some of the technology jobs available:

**SOFTWARE DEVELOPER:** Includes two types of jobs. Application developers design computer software and databases. Systems-focused developers build operating systems, like Linux or iOS. Jobs in this area are booming, with an estimated 14,000 new positions created by 2022.

**COMPUTER SYSTEMS ANALYST:** Computer systems analysts understand computer hardware, software, and networks, and how they work together, so they can make recommendations to organizations for the best operating systems to use.

**INFORMATION SECURITY ANALYSIS:** Information security analysts plan and monitor the security of networks for companies and government agencies. They also troubleshoot any security breaches, if they occur.

**WEB DEVELOPER:** Web developers are responsible for the sleek fonts and clean layouts you love on your favorite websites. This is one of the fastest growing jobs and employment will grow by 20% within 7 years.

**IT MANAGER:** IT managers head the company's information technology department. This is the person who you go to when your email won't work or a computer program won't start.

**COMPUTER SYSTEMS ADMINISTRATOR:** This person is in charge of managing telecommunication networks, keeping emails going and webpages loading.

**DATABASE ADMINISTRATOR:** Involves setting up databases to fit a company's needs and maintaining those database options.

**COMPUTER PROGRAMER:** Rewrite, debug, maintain, and test the software programs and programs essential to key computer functions.

\*Source: [www.usnews.com](http://www.usnews.com)

Interested in gaining some of these skills for free???

Check out [www.codeoregon.org](http://www.codeoregon.org) for free online tutorials.

Get your feet wet and see if a career in technology is for you!



# Upcoming Events and Trainings

May 2015:

Mon	Tue	Wed	Thu	Fri	Sat	Sun
				1	2 ★	3
4 ★	5	6 ★	7 ★	8	9 ★	10
11 ★	12 ★	13 ★	14 ★	15 ★	16 ★	17
18 ★	19	20 ★	21 ★	22	23	24
25 ★	26 ★	27 ★	28 ★	29	30 ★	31

June 2015:

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1 ★	2	3 ★	4 ★	5	6 ★	7
8 ★	9 ★	10 ★	11 ★	12 ★	13 ★	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- **May 2: NCRC Assessment:** 9:30am— 1:30pm at CCC room M132. \*Pre-Registration Req.
- **May 4, 11, 18, 26 and June 1: Youth Employment Preparation (YEP).** AntFarm Sandy
- **May 6, 13, 20, 27 & June 3: Youth Employment Preparation (YEP).** CCC Wilsonville
- **May 7, 14, 21, 28 & June 4: Youth Employment Preparation (YEP).** CCC Oregon City
- **May 7: Providence Career Highlight- Nurse Practitioner/ Physician Assistant:** Held at Providence Portland Medical Center. Make sure to talk with your Career Advisor to register.
- **May 9: NCRC Assessment:** 9:30am— 1:30pm at CCC room M132. \*Pre-Registration Req.
- **May 12: Providence Career Highlight- Nursing:** Held at Providence Portland Medical Center. Make sure to talk with your Career Advisor to register.
- **May 15: Women in Trades Career Fair:** 8:30am—2:30pm. Hands on workshops & activities. Talk with your Career Advisor about pre-registration
- **May 16: Women in Trades Career Fair:** 10:00am—3:00pm. Hands on workshops & activities. Open to everyone! No pre-registration. Location: NECA-IBEW Electrical Training Center. 16021 NE Airport Way, Portland OR 97230
- **May 25: Memorial Day:** C-TEC Youth Services office is closed.
- **May 30: NCRC Assessment:** 9:30 am— 1:30 pm at CCC room M132. \*Pre-Registration Req.

- **June 1: YEP Last Day:** AntFarm, Sandy. 4:00-8:00 pm. Dinner Provided
- **June 3: YEP Last Day:** CCC Oregon City. 4:00-8:00 pm. Dinner Provided
- **June 4: YEP Last Day:** CCC Wilsonville. 4:00-8:00 pm. Dinner Provided
- **June 6: NCRC Assessment:** 9:30am— 1:30pm at CCC room M132. \*Pre-Registration Req.
- **June 13: NCRC Assessment:** 9:30am— 1:30pm at CCC room M132. \*Pre-Registration Req.
- **June 8—13: CCC Finals Week**
- **June 11: Commencement** for GED and Adult High School Diploma
- **June 12: Commencement** for College Certificate and Degree

**\* NCRC REGISTRATION:** Call or email Caroline Perkins at (503) 594-3960 or [caroline.perkins@clackamas.edu](mailto:caroline.perkins@clackamas.edu) to register.

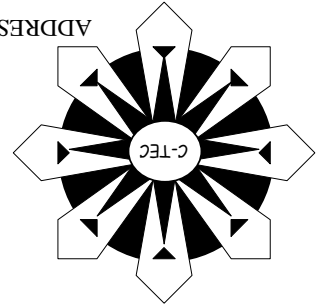


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## This Month:

Summer Jobs ★ Employment Lab

Career Spotlight ★ Events & Trainings

Stay up to date :

[www.c-tecyouthservices.com](http://www.c-tecyouthservices.com)

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