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KCDEE

Newsletter

June 2009

Volume 2 Issue 10

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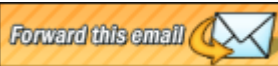
[Youth @ Work](#)

Previous Articles

All of our previous articles are posted on our website.

[Read more here](#)

Do you know someone who may benefit from this e-news?



Quick Links

[KCDEE](#)
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[DeKalb Cty Resource Guide](#)

Not Already Registered?



Job Descriptions

Job Title: [Elephant Tamer](#) - \$15.62 ph

There are no small jobs . only small people, especially through the eyes of

Insider Tips on Résumés

At a recent gathering of HR professionals and recruiters, the conversation turned to résumés, specifically, to "pet peeves" about résumé mistakes.

There are plenty of irritating mistakes and oversights common in resumes, from an HR perspective. Inaccurate phone numbers, incomplete email addresses, mistakes in dates - such that an individual is simultaneously holding three full-time jobs, or absence of any employment dates. The list is lengthy.

Can you guess what was the virtually-unanimous, number one pet peeve named by those HR professionals?

Spelling mistakes! Spelling mistakes, across the board for any kind of position was the top pet peeve. The group agreed that one typo can be forgiven. The group also agreed that proofreading requires more than running an auto function such as "spell check". Bottom line - careful proofreading signals that you care about your work quality - in this case your résumé.

Can you guess the group consensus of the most commonly misspelled word? "Manger" instead of "Manager". Spell check won't catch this typo as both are actually words. Grammar check won't catch it as both are nouns!

reprinted with permission from Elyse Williamson, Staffing consultant with Frank's Employment

YWCA Financial Expo

June 27, 2009 9AM - Noon

YWCA Elgin is hosting a Financial EXPO event on Saturday June 27th from 9:00 AM - noon.

KCDEE will be an exhibitor and shairing information about Illinois workNet.



an elephant. The Department of Labor classifies the elephant tamer among artists and performers.

Source: Bureau of Labor Statistics (June 2005 data) *National Average Salary

Workshops

Job Club - DeKalb
Mondays 9AM

Moving Forward - Reintegration

Elgin
July 14 & 28
1:30PM
N. Aurora
July 6 & 20
1:30PM

Sorting It Out

Elgin
July 2 & 16
1:30PM
N. Aurora
July 9 & 23
9AM

Presentation of Services

Elgin
Mon & Thur
1:30PM
N. Aurora
Mon - 1:30PM
Thurs - 10AM

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About KCDEE

The Kane County Department of Employment & Education (KCDEE) administers Workforce Investment Act (WIA) Title 1B/Trade Adjustment Assistance Act services for local Workforce Investment Area 5, and provides the tools that enhance your ability to find a new career for adults, dislocated workers and youth in Kane, DeKalb, and Kendall counties in Illinois.



It's FREE! [Need more info?](#)

Top 20 LinkedIn groups for Job Seekers

Career Rocketeer recommends

20 groups to join if you are using LinkedIn as part of your job search network.

Last issue we discussed the benefits [Read more](#)

Good Resources

~~~~~  
**GasBuddy.com** gives you a valuable resource to help you find gas prices in your area. This link gives you a map that you can "drag" to find prices along your driving route. [Link Here](#)

~~~~~  
Do you need a Networking or Job Club?
[Link Here](#) Look in the right hand column

~~~~~  
H1N1 isn't gone. Experts say there could be a resurgence in the fall. Tips on how to avoid the H1N1 virus. [click here.](#)

**Governor Quinn announced Elevate America**

**In cooperation with Microsoft**

Governor Pat Quinn announces a major public-private partnership between Microsoft and the State of Illinois to provide free technology training for up to 51,000 Illinoisans, starting July 31. Read the [press release](#) (PDF) to learn more about the Microsoft Elevate America initiative.



In cooperation with Microsoft Corporation, the State of Illinois is pleased to offer eligible citizens free vouchers that are redeemable for select Microsoft online courses and Microsoft business certification exams. Get the information technology skills, training and resources you need to compete for the jobs of today and tomorrow. [Find out More](#)

**Youth @ Work**

**Program for summer youth employment on pace**

Our goal was to place 300 youth in positions for the summer. We have received over 500 applications from youth and nearly 400 worksite applications. At this time, youth who apply will be placed on a waiting list for any positions that might open up.



**Stay in Touch!**

Your Employment and Training Rep wants to stay in touch with you? **[Give them a call to touch base!](#)**

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[DeeReinhardt@kcdee.org](mailto:DeeReinhardt@kcdee.org)



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