



Resume- Writing a Resume				
Organization	Service Description	Address	Phone Number	Website
American Job Centers	American Job Centers are located throughout the state, offering resources ranging from employment workshops and résumé assistance for job seekers to recruitment services and tax credit programs for employers.	200 Folly Brook Boulevard, Wethersfield, CT 06109	860-263-6000	https://www.ctdol.state.ct.us/ajc/americanjobcenters.htm
APT Foundation- New Haven	AVS, or APT Vocational Services offers help in enhancing interview and job seeking skills, resume development, filling out job application forms, researching job possibilities and educating the job seeker to current employment trends. Job interview trainings, job development activities and individual follow up services are also offered.	1 Long Wharf Drive, New Haven, CT 06511	203-781-4600	https://aptfoundation.org/
Autism Speaks	Employment Tool Kit -Tips and tools as you search for a job that is right for you. Also provides tips on self-advocacy, resume writing, cover letters and applications, employment rights, and more	locations vary	1-888-288-4762	https://www.autismspeaks.org/employment
Car Autism RoadMap	Provides helpful tips on resume writing including do's or don't's	2716 South Street, 5th floor, Philadelphia, PA 19146	267-426-7540 or 1-866-570-6524	https://www.carautismroadmap.org/building-experiences-and-developing-a-resume/

Career Resources, Inc.	<p>Everyone Works helps people with disabilities find work. Job seekers can use adaptive equipment to help with understanding written or spoken language, including computer stations with speech cards, a Braille embosser, closed circuit televisions that magnify copy, laser printers, scanners, wheelchair accessible tables and text telephones (TDDs). Adaptive software is also available. Participants can receive help with resumes and cover letters, career guidance, Internet searches, and interview techniques. Occupational skills training is available for those who qualify.</p>	<p>350 Fairfield Avenue, Bridgeport, CT 06604</p>	<p>203-334-5627</p>	<p>https://careerresources.org/</p>
Careerbuilder	<p>Article titled 'Effective strategies for job seekers with autism'. Provides tips on including skills within the resume that match the company goals and shows how your skills will benefit the company</p>	<p>200 N. Lasalle Street, Suite 1100 Chicago, IL 60601</p>	<p>n/a</p>	<p>https://www.careerbuilder.com/advice/effective-strategies-for-job-seekers-with-autism</p>
Centro De La Comunidad	<p>The goal of the Job Readiness Program is to secure employment for unemployed and underemployed Latinos. Services include: job search assistance; job counseling; resume and cover letter preparation; educational referrals; assistance with completing job applications; assistance with reference letters; and referrals to interview training and workshops.</p>	<p>109 Blinman Street, New London, CT 06320</p>	<p>860-442-4463</p>	<p>https://www.centrosect.org/</p>

Chippens Hill Group	Job finding assistance program helps individuals on the Autism Spectrum obtain volunteer and paid positions by enhancing their job seeking, technical and interviewing skills. Program also connects candidates with companies who are willing to hire an individual on the Spectrum. Does specifically help with creating resumes.	n/a	860-218-5355	www.clearweavejobs.com
City of Milford	Assists residents of Milford in preparing their resume.	70 West River Street, Milford, CT 0640	203-783-3243	https://www.ci.milford.ct.us/milford-employment-training
Connect-ability	Cover Letter and Resume Development helps job seekers identify the key parts of a resume and the best action words to use to write a resume. The job seeker will explore the types of resumes and the purpose of each. As a result of the course, the job seeker will be able to create a resume and write a cover letter.	55 Farmington Avenue, 12th floor, Hartford, CT 06105	860-424-5055	https://elearning.connect-ability.com/courseDetail.cfm?courseid=72
Disabilities Network of Eastern CT-Norwich	Offers assessment, resume writing, coaching, and assistance with a job search for adults with a disability.	19 Ohio Avenue, Norwich, CT 06360	860-823-1898	https://www.dnec.org/contact-us

<p>Goodwill</p>	<p>Career Center is designed for the unemployed and underemployed and provides one-on-one assistance from a career counselor to individuals. Services includes help with resume writing, networking, access to local job postings, use of computers, telephones and fax machines, referrals to education and community support services, help with interviewing skills and weekly information sessions on a variety of topics. Upon registering with the center, an individual becomes a “Goodwill Member for life”, providing them with lifetime access to support services.</p>	<p>943 Wolcott Street, Waterbury, CT 06705</p>	<p>203-596-1216</p>	<p>www.goodwillwct.org</p>
<p>John J. Driscoll United Labor Agency- Hartford</p>	<p>Has three locations in Hartford, Middletown, and Waterbury offering free services to help with employment. Services include workshops, classroom instruction and one-on-one counseling. Individuals can get assistance with things like interview preparation, resume building, skills assessment, job search assistance, and access to office equipment to help with job searches.</p>	<p>56 Town Line Road, Rocky Hill, CT 06067</p>	<p>860-258-6640</p>	<p>http://ctula.org/index.php/about-us/</p>
<p>Junta for Progressive Action</p>	<p>Helps disadvantaged persons find employment and offers classes in English, computer skills and even crafts that can help one generate income at work or at home. Also assists with resume preparation. There may be a waitlist.</p>	<p>169 Grand Avenue, New Haven, CT 06513</p>	<p>203-787-0191 ext. 12</p>	<p>www.juntainc.org</p>
<p>New Beginnings for Life, LLC</p>	<p>Offers assistance with locating work or intern programs. Transportation is provided. Also provides resume preparation assistance. Must be a client and referred by DDS</p>	<p>20 Hartford Rd, Salem, CT 06420</p>	<p>860-531-9426</p>	<p>http://www.newbeginningsforlifellc.com/</p>

New Haven Works	Job finding assistance programs include pre-employment screenings, referrals to quality training programs, one-on-one coaching and planning, open computer lab hours to complete applications (volunteers available to assist), and transportation subsidies for those individuals with job interviews or job placement.	205 Whitney Avenue, 1st Fl Suite 106, New Haven, CT 06511	203-562-9000	http://newhavenworks.pipeline.org/
Organization for Autism Research	provides tips on writing a resume in an article titled 'Writing a Resume- Where to Begin?' Also provides samples of a resume and a link to view a step-by-step breakdown of a resume	2111 Wilson Blvd, Suite 401, Arlington, VA 22201	1-866-366-9710	https://researchautism.org/writing-a-resume-where-to-begin/
PACER	Building a Resume: Tips for Youth with Disabilities Tips for young people with disabilities and their families on effective strategies for building the first resume	8161 Normandale Blvd, Minneapolis, MN 55437	952-838-9000	https://www.pacer.org/transition/resource-library/publications/NP-C-23.pdf
Rebirth Services, Inc.	Services include training, job readiness, resume writing and interviewing technique workshops.	1287 Main Street, East Hartford, CT 06108	860-242-0664	http://rebirthservicesinc.org/contact/
San Juan Center	Provides various public services including educational and employment programs.	1283 Main Street, Hartford, CT 06103	860-522-2205	https://www.sanjuancenter.org/
Sarah Inc.	Provides a variety of career exploration-transitional services for those graduating highschool, unemployed or underemployed. Supported employees work in retail, services and manufacturing jobs.	1620 Boston Post Road, Suite 200, Westbrook, CT 06498.	860-399-1888	http://sarah-inc.org/

Seabird Enterprises-Groton	Assist individuals with obtaining competitive employment opportunities by providing assistance with resume preparation, job application assistance, job preparedness, interviewing skills, career assessment, job placement and transportation skills.	169 Thames Street, Groton, CT 06340	860-446-0882 ext. 206	https://www.seabirdenterprises.org/
The Kennedy Center	Assists students in transition and adults with a disability and/or special needs in exploring, obtaining and maintaining employment in the community through career counseling, assessment, job training, job placement, interview skills assistance, and more.	2440 Reservoir Avenue, Trumbull, CT 06611	203-365-8535	www.thekennedycenter.org
Ticket to Work	A program of the Social Security Administration that provides people with disabilities choices about which agencies can help them get ready for work and find employment. Contains a listing of video webinars including one with information related to resume writing titled 'Getting a Job'	social security office locations vary	1-800-772-1213	https://choosework.ssa.gov/training/04_gaj/gaj1.html
Urban League of Greater Hartford	Offers workforce development and training programs to assist individuals with obtaining employment skills and occupational training experience.	140 Woodland Street, Hartford, CT 06105	860-527-0147	http://www.ulgh.org/
Viability, Inc.	Offers training and employment programs to assist individuals with disabilities obtain employment. Offices located in Enfield, Gales Ferry and Windsor.	locations vary	860-683-2178	https://viability.org/
Women and Families Center	Offers an employment and career service program that is free of charge of participants who meet eligibility guidelines. The Open DOHR program services high school students, individuals ages 18-24 and ESL adults.	locations in Meriden, Middletown, and New Haven	203-237-7571	www.womenfamilies.org

Updated 9-6-
2019 Nate C