



## Career & Employment Resources

Deciding on what career path to pursue can sometimes be a challenge, especially since there are so many choices in today's workplace. Carroll Community College provides the following services to help students decide which career they may want to investigate.

Career decision-making workshops

Courses such as Career Development as a Life Process (CAR100)

Computer-assisted career guidance with Discover

Resume, interview and job search workshops

Annual Job Fair

Postings of local job openings: [www.collegecentral.com/carrollcc](http://www.collegecentral.com/carrollcc) and on bulletin boards in Room A202 and N Building, first floor.

Annual Majors Fair

*For more information, call Continuing Education & Training, 410-386-8100  
or visit our website: [www.carrollcc.edu](http://www.carrollcc.edu).*

## Carroll County Business & Employment Resource Center (BERC)

The Carroll County Business & Employment Resource Center (BERC) is a one-stop CareerNet center dedicated to meeting the employment and training needs of community residents and businesses. The Carroll County Business & Employment resource Center is affiliated with the Mid-Maryland Workforce Investment Board and administers the Workforce Investment Act in Carroll County.

The mission of BERC is to develop a highly effective workforce for new and existing businesses, to assist individuals in achieving employment and to encourage lifelong learning. The Business & Employment Resource Center is an agency under the Carroll County Department of Economic Development. Services offered by BERC include:

- Free career development and job search workshops
- Cover letter and resume assistance
- Mock interviews
- Job postings, classified advertisement assistance, job placement network
- Career and employment development consultation
- Tutorial programs for computer skills and software
- Job connections through telephone bank, fax services and direct employer referral service
- Occupational skills assessment

*For more information, contact BERC, 410-386-2820 or by email [berc@carr.org](mailto:berc@carr.org).*