

Career Readiness

Learn how to be successful in today's work force environment.

Resume Tips

Most employers will spend less than 20 seconds reviewing a resume, which means you need to concentrate on the key factors when crafting it. Always tailor your resume to fit the position you want.

Interview Tips

Do you know the company's mission statement and core values?
What are the interview objectives from the company's perspective?
What can you do to be more prepared?

Networking

Did you know that only 15 – 20% of available jobs are publicly advertised?
Networking is by far the most successful job search tool you can use.
It's all about building relationships.

ARE YOU READY FOR TODAY'S WORKPLACE?

Whether you are just joining the work force or are re-entering it after time away, learning how to present yourself in a professional manner is critical in today's job marketplace. It only takes seconds for you to make that first impression. If that first impression is a bad one, it can take much longer to regain. You may not get a second chance, especially in a job interview.

What Can I Do To Prepare?

This course is designed to give job applicants insight into what employers are looking for in today's job market. Being prepared is critical to success. Learn how to stand out (in a good way) to those who are interviewing you.



Who Would Benefit from this Workshop?

This 2-day workshop will benefit individuals looking to join the work force for the first time or re-joining after being away.

Workshop Objective

This workshop is designed to provide an engaging and interactive learning experience that will help you get prepared to enter today's job market. From current resume and interview tips to dressing for success, you will learn tactics to help you win.



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