



Student Support Services

RESUME workshop

create



update

WHEN

THURSDAY APRIL 13, 2017
1:30 PM

WHERE

COMPUTER LAB
CE-225

ARRIVE EARLY - SEATING IS LIMITED
Bring flash drive with draft resume

YOU WILL LEARN MORE ABOUT...

HOW TO USE JOB DESCRIPTIONS TO BETTER YOUR
CHANCES OF GETTING HIRED

FORMATING



WORDING



DO & DONT



WHAT YOU NEED

PLEASE BRING...

ELECTRONIC COPY OF RESUME/ DRAFT RESUME
EXAMPLE JOB DESCRIPTION

PRESENTED BY

SHANNON KOBES, MA
DIRECTOR OF TRIO STUDENT SUPPORT SERVICES

GET IN TOUCH

TRIO SSS
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