

CEER Drop-In Job Club



Want to learn how to create your own resume or coverletter? Would you like to learn the art of interviewing successfully? Or maybe you would like to know what the hidden job market is and how to tap into it? Come and join us in the computer lab and find out how to get the job you always wanted!

Where: The Computer Lab at the VNFC

When: Wednesdays 9am-12pm

The classes will be run on a first come first serve basis, there are limited computer stations available so please show up on time.

Weekly Agenda

Fridays 1:30pm to 4:00pm

November 4/2011- resume writing

November 11/2011- stat holiday (no class)

Switch to Wednesdays 9am to 12pm

November 16/2011- coverletters

November 23/2011- email set up/ emailing your resume

November 30/2011- job search and the hidden job market

December 7/2011- resume writing

December 14/2011- Coverletters

December 21/2011- Christmas holiday