

Summer, 2011

WorkPlace 101



Wednesdays, 12 to 1PM

Location: W-204F

Workshop Topic:

Date:

Resumes that Rock

August 3rd

Interviewing with Insight

August 10th

Lake Washington Institute of Technology

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www.lwtc.edu/erc

*Preparing students for
today's careers and
tomorrow's opportunities*

WorkPlace 101: Workshop Descriptions

All Workshops are on Wednesdays, in room W-204f, from 12noon to 1PM. They are free and open to students, alumni and community members –no registration is required.

WorkPlace 101: Skills-Based resume

Wednesday, August 3, ' 12-1pm, W204fF

How can you make your resume stand out in a stack of other applicants? What about employment databases and keywording? What are the current trends, and what are employers looking for? Come join us for this workshop and find out!

WorkPlace 101: Interview with Insight

Wednesday, August 10, 12-1pm, W204F

Interviews can be nerve-wracking. Come to this workshop to learn how to ace the interview! Review the various interview questions employers ask, and learn to be perceptive and adjust your approach. We'll discuss how you can prepare for a job interview, questions you can expect to be asked, body language, dressing for success, follow-up techniques, and more!

Career Choice Workshop

This workshop is helpful for students who are trying to choose a career path, want to evaluate their interests, or simply want to learn more about a specific industry. We will provide you with the tools you need, and facilitate a self-directed exploration through the Washington Occupational Information System (WOIS). The workshop is offered the **1st and 3rd Friday of each month** from 10AM to 12PM. **Call 425.739.8315 to sign up and get the location.**

Need a Job?

LWTC Career Services Online

Search and apply for jobs, post your resume for search by employers!

www.lwtech.edu/findajob



Contact information:

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