

Employment Readiness Schedule

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
<u>10am-12pm</u> Introduction/ Career Planning/Resume writing <u>1pm-3pm</u> Career planning/Resume writing	<u>10am-12pm</u> Resume writing & Career Planning <u>1pm-3pm</u> Resume writing & Career planning	<u>10am-12pm</u> Resume writing & Career planning <u>1pm-3pm</u> Impromptu Questions	<u>10am-12pm</u> Advertised Job Market <u>1pm-3pm</u> Advertised Job Market/E- mailing & Faxing	<u>10am-12pm</u> Job search/E- mailing & Faxing resumes <u>1pm-3pm</u> Job Search/E- mailing and Faxing Resumes
<u>10am-12pm</u> Job search/E- mailing and faxing resumes <u>1pm-3pm</u> Job search/E- mailing and faxing resumes	<u>10am-12pm</u> The Hidden Job Market <u>1pm-3pm</u> The Hidden Job Market	<u>10am-12pm</u> The Hidden Job Market <u>1pm-3pm</u> Impromptu Questions	<u>10am-12pm</u> The Hidden Job Market <u>1pm-3pm</u> The Hidden Job Market	<u>10am-12pm</u> The Hidden Job Market <u>1pm-3pm</u> The Hidden Job Market
<u>10am-12pm</u> The Hidden Job Market <u>1pm-3pm</u> The Hidden Job Market	<u>10am-12pm</u> Interview Skills <u>1pm-3pm</u> Interview Skills	<u>10am-12pm</u> Interview Skills <u>1pm-3pm</u> Interview Skills	<u>10am-12pm</u> Interview Skills <u>1pm-3pm</u> Interview Skills	<u>10am-12pm</u> Interview Skills <u>1pm-3pm</u> Interview Skills
<u>10am-12pm</u> Employer Expectations <u>1pm-3pm</u> Employer Expectations	<u>10am-12pm</u> Employer Expectations <u>1pm-3pm</u> Employer Expectations	<u>10am-12pm</u> Employee Expectations <u>1pm-3pm</u> Labor Standards	<u>10am-12pm</u> Workplace Safety <u>1pm-3pm</u> Workplace Safety WHMIS	<u>10am-12pm</u> Action Plan/Summary <u>1pm-3pm</u> Wrap-up

