



# JOBS & SKILLS CENTRE

A one-stop-shop for career, training and employment services

If you are a business, student, jobseeker or career changer, visit us at the TAFE Jobs and Skills Centre for free advice and information on training and employment.

## EFFECTIVE JOB APPLICATION WRITING & INTERVIEW SKILLS FREE WORKSHOPS

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### Create a winning application at our free Resume, Job Application Writing & Interview Skills Workshops

These workshops will guide you to achieve a winning structure for your resume and job application. When applying for work an employer's first impression of you is based exclusively on what they see in your application and resume.

### Let us help you win the interview

We can assist you to prepare for an interview, develop your job interview techniques and evaluate your performance.

### Workshop Location:

- South Metropolitan TAFE, **Fremantle campus**, (Customer Service Centre, A Block),

**Workshop Duration:** 90 minutes

## 2021 FREMANTLE CAMPUS WORKSHOPS

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- **'Better Resume Writing'** - Thursday February 25, 9.30am – 11.00am
- **'Interview Skills'** - Thursday March 4, 9.30am – 11.00am
- **'Better Resume Writing'** - Thursday April 1, 9.30am – 11.00am
- **'On Target Job Applications'** - Thursday April 22, 9.30am – 11.00am
- **'Better Resume Writing'** - Thursday May 13, 9.30am – 11.00am
- **'Interview Skills'** - Thursday June 3, 9.30am – 11.00am
- **'Better Resume Writing'** - Thursday June 24, 9.30am – 11am
- **'On Target Job Applications'** - Thursday July 15th, 9.30am – 11.00am

Register now at the Jobs & Skills Centre.

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[www.jobsandskills.wa.gov.au](http://www.jobsandskills.wa.gov.au)

