



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

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, **Murdoch campus** (Customer Service Centre, T- Block),
130 Murdoch Drive, Murdoch

Workshop Duration: 90 minutes

2021 MURDOCH CAMPUS WORKSHOPS

- **'Better Resume Writing'** - Tuesday February 23, 1pm – 2.30pm
- **'Interview Skills'** - Tuesday March 16, 1pm – 2.30pm
- **'Better Resume Writing'** - Tuesday March 30, 12.30pm – 2pm
- **'On Target Job Applications'** - Tuesday, April 20, 12.30pm – 2pm
- **'Better Resume Writing'** - Monday May 10, 2pm – 3.30pm
- **'Interview Skills'** - Monday May 31, 2pm – 3.30pm
- **'Better Resume Writing'** - Tuesday June 29, 9.30am – 11am
- **'On Target Job Applications'** - Thursday July 13th, 9.30am – 11.30am

Register now at the Jobs & Skills Centre.

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www.jobsandskills.wa.gov.au

