Resume Writing Workshop

Be prepared for the job hunt.

Create a great resume that fits your job history. Following easy step-by-step guidelines will help you craft the perfect resume.

Prerequisite: Some experience on a computer would be beneficial.

Class Times
Session 1: January 18
Tuesday @ 4:30 - 6:30 pm
-or-
Session 2: February 22
Tuesday @ 3 - 5 pm
-or-
Session 3: March 15
Tuesday @ 6:30 - 8:30 pm
-or-
Session 4: May 3
Tuesday @ 5:30 - 7:30 pm

***** Please bring**

- **current resume if you have one**
- **list of jobs held**
- **correct dates and addresses for jobs, volunteer work, and education**

Register at the Reference Desk or call (716)433-5935, ext. 3

also consider attending
"Here's My Resume - Where's My Job"

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January 2011: Session 1

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18 **4:30-6:30**	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2011: Session 2

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22 **3-5**	23	24	25	26
27	28					

March 2011: Session 3

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 **6:30-8:30**	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2011

May 2011: Session 4

S	M	T	W	T	F	S
1	2	3 **5:30-7:30**	4	5	6	7
8	9	10	11	12	13	14

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