

# NAILING THE JOB



## RESUME WORKSHOP

Thursday, February 27, 2020

5:30-7 p.m.

Alfred E. Smith Houses, Resident Association Room  
17 St. James Place (Rear Entrance), New York City



## SUMMARY

Crafting the right resume and preparing for your interview is essential to nailing the job. In this 2-hour workshop, Henry Street Settlement's Jobs Essentials Training (JET) team will cover creating the **RIGHT** type of resume and interviewing basics that leave lasting impressions.



## WHAT YOU'LL GET

- **Resume Essentials Overview**, complete with on-site resume editing and tips for presenting your resume in an interview
- **Employment Coaching**
- **Introductions to Henry Street's Workforce Development Team**
- **Refreshments**

*Bring your resume if you have one.*



**HENRY STREET  
SETTLEMENT**

## CONTACT



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