

NAILING THE JOB



RESUME WORKSHOP

Thursday, February 27, 2020

5:30-7 p.m.

Alfred E. Smith Houses, TA Room

17 St. James Place, 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



212.478.5400
x1617



kwalbrook@
henrystreet.org