Spring 2018 Workshops
ROOM 242

Resume & Cover Letters
Wednesday
February 28, 5pm-6pm
Learn how to write a professional resume and cover letter that will effectively market your skills and qualifications to employers, and the differences between generic and targeted resumes.

Job Interviews
Monday
March 5, 5pm-6pm
Learn and understand Key interview questions, the different forms of interviews and the value of selling yourself professionally to employers.

Professional Development & Interpersonal Skills
Wednesday
March 21, 4pm-6pm
Learn the importance of interpersonal skills in the workplace; understand cultural differences and what it means to be a professional in today’s job market.

Leadership Development
Wednesday
March 28, 5pm-6pm
Understand what it takes to be an effective leader, manager and team member; enhance your skills, knowledge and competencies in your leadership roles; learn various leadership strategies, problem solving and decision making skills.

To register, call 401.277.5015 or email princess_metuge@uri.edu

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