

EVENTS

WORK READY WORKSHOP

Industry Expectations: Resumes, Cover Letters and LinkedIn



Learn from the experts how to write a professional resume and cover letter, as well as learning about and creating a LinkedIn profile for networking.







YEAR LEVEL

Year 9-12

DURATION

1 hour

COST

Free

STUDENT NUMBERS

Min. 10 Max. 300

LOCATION

Your school

TRANSPORT OPTIONS

Not required

REQUIREMENTS

Personal Resume & Cover Letter (if possible) and Laptops/ Tablets

FURTHER INFORMATION

Email Polly or Jenny at events@highlandsllen.org

Students will have the opportunity to build a new resume and cover letter with a template and provided examples or workshop their existing resumes.



IN PARTNERSHIP WITH





Note: Program commencement is subject to minimum numbers. Programs are subject to change. All details are accurate at the time of publication (Month 2023).