

Triad Goodwill

**CAREER &
PROGRAM
SERVICES**



Resume & Cover Letter Writing

May 19th | 1:00pm

NCWorks Career Center • 1007 S. Fayetteville St., Asheboro

Triad Goodwill is offering a one-hour job-readiness workshop to NCWorks participants, and this month focuses on resume development and cover letter fundamentals!

Receive step-by-step instruction on how to design a resume and cover letter that will get you that interview. You'll learn:

- The purpose of a resume
- Advantages and disadvantages of common resume and cover letter formats
- How to leverage your work experience to create a great first impression
- The pitfalls to avoid
- Basic writing and grammar fundamentals

Attendees can also be connected to other Triad Goodwill services and programs, including, but not limited to, online learning, 1-on-1 coaching, case management, etc.

Register here!

bit.ly/41skfMT



**For more information, contact the Career Services team at
336.544.5305 or bfinch@triadgoodwill.org**