

Job Titles
Education
G.P.A.
Honors
Skills
Fonts
Key Words

This training will
Include Information on:

- ◆ Career Summary, Objective or Title?
- ◆ Showcase Your Marketable Skills
- ◆ Resume Formats
- ◆ Make your Education Work for You
- ◆ How to Catch an Employer's Eye
- ◆ Writing tools and tips
- ◆ What not to include on your resume!

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Resumes Made Easy!

Why attend?

Learn how to build a resume from your classes, activities, and skills even if you have limited paid work experience. Get a step-by-step guide for creating an effective résumé that will highlight skills employers are looking for and will get you noticed! Bring your current résumé and get ready for a makeover and discover which resume format is your best fit.

Who should attend?

- High School Students
- Young people looking for work
- 4-H Youth State Award Applicants

Cost to attend: **FREE**

Date and Time: **January 15, 2018**
1:00 pm - 2:30 pm

Training location : Your computer, a link will be provided once you register.

To register: <https://events.anr.msu.edu/Resumes2018/>

For more information :

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