



ADVANCED JOB SEARCH PROGRAM

A two-month program for first line managers and long-term general employees designed for career adjustment to get them back into the job market quickly.

BENEFITS OF THE PROGRAM

- Strong focus on quick and tangible outcomes for individuals and clients.
- Accelerated transition back into meaningful work.
- Access to company contact and research data bases featuring over 40,000 companies.
- Well-crafted resumes and strong interview skills.

Ongoing support for 2 months

Features of the Advanced Job Search Program

Fully modular program with accompanying manual, marketing material and assessment tools

Redundancy Counselling

- Dealing with Emotional Change
- Explanation of Program Definition

Self Assessment Exercises

- Career Skills
- Career and Personal Values
- Job Motivators
- Occupational Interests

Personal Marketing Portfolio

- Resume Crafting
- Cover Letter Design
- Personal Marketing Statements

Interview Training

- Informational, Competency and Behavioural Interview Training

Job Hunt Campaign

- Navigating the Hidden Market
- Working with Employment Agencies
- Using the Press
- Searching Internet Sites

Market Research

- Techniques to use Internet Sites for Research Purposes