

## Supporting CV and Interview Skills

Location	Offsite
Course Type	Adult
Department	Human Resources
Start Date	Tuesday 18th June 2024
Duration	Part-time, 0 Weeks
Time	09:30 - 16:30
Fee	£ 16.25 You may be eligible for support with your tuition fees - please visit the college website - funding and finance page for further information
Course Code	XPQ-CYXZ-1210

## Course Overview

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Group CV sessions: to cover how to build a CV and tailor to a job description. What employers want to see or not see.

Group interview technique sessions: to cover how to tailor a CV for a job description. How to deliver yourself in an interview and mock interviews (if time permits).

This course will be held at Heron House, Wellington Street, Stockport.

## Progression

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To progress on to the CV and personal statement sessions or Confidence and Resilience courses.

## Career Options

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To support with career options.

## Contact Details

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For further information please contact T: 0161 886 7070 or E: [info@trafford.ac.uk](mailto:info@trafford.ac.uk)

## Disclaimer

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Although every care has been taken to ensure that the information contained within this document is accurate, there may be changes to this programme and provision. We will endeavour to keep prospective and current students updated where appropriate and when the information becomes available.