

Careers Masterclasses

1. Strategic Resume Writing Masterclass (1 Hour Session).

Approaching resume writing from a more strategic approach considering:

- Given employers spend an average of 7 seconds on each resume, how do you make the best impression?
- When applying for jobs online, 75% of resumes do not pass the first stage. What do you need to know about applying online?

2. Networking and LinkedIn Masterclass (1 Hour Session).

LinkedIn is much more than an online resume. It is the platform through which much of our networking takes place. In this workshop, we will look at getting your start in this space, including:

- An overview of the functions of LinkedIn.
- Recommendations on how to engage on LinkedIn to build and develop your networks

3. Interview with Confidence (1 Hour Session).

Interviews can be very stressful. But the more you know what to expect, the more confident you can feel, and increase your chance of a successful outcome.

- Learn how to predict what they are likely to ask you
- Learn how to answer the most frequently asked questions
- Learn how to make a great first impression AND a lasting last impression



Bernie McFarlane – Careers Lecturer

Bernie has twenty years' experience in guiding and coaching people into the right courses and careers. Her expert networking skills with the corporate world have given her a genius reputation when it comes to understanding the needs of employers. When she is not assisting students at Patrick's with their career goals, Bernie runs her own careers consultancy. She holds a Bachelor of Arts in Psychology and Sociology from Deakin University, has completed professional studies in Human Resources and is a Fellow of the Commercial Education Society of Australia.

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ALL ENQUIRIES TO **JACOB MUNDAY:**

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