New! 1-hour sessions on job hunting, applications and interviews

This event has passed

startuplounge_006.jpg [1]

Date: Monday, 16 January, 2012 (All day) - Friday, 10 February, 2012 (All day)

The StartUp Lounge is now open for business for all students to come and use this fantastic new space within College to develop your enterprise, entrepreneurship and employability skills.

This term we are offering the following 1-hour sessions on job hunting, applications and interview, and the popular Barclays Money Skills course, all of which are free and are open to all City College Norwich students.

How to find and get your dream job
An overview of how to search effectively and successfully apply for the job you really want.
- Monday 16 January, 2.30pm
- Tuesday 17 January, 9am
- Monday 23 January, 9am
- Friday 3 February, 4pm
- Monday 6 February, 9am
- Wednesday 8 February, 9am

How to put yourself into words
Make yourself stand out to employers by learning what experiences to use to highlight your skills and how to describe them.
- Monday 16 January, 4pm
- Tuesday 17 January 11am
- Wednesday 18 January, 4pm
- Thursday 19 January, 9am
- Friday 20 January, 2.30pm
- Tuesday 24 January, 2.30pm
- Friday 27 January, 11am
- Monday 30 January, 4pm
- Wednesday 1 February, 4pm
- Tuesday 7 February, 4pm

Your CV passport
How to write an effective CV.
- Monday 23 January, 11am
- Wednesday 25 January, 11am
- Thursday 26 January, 4pm
- Monday 30 January, 2.30pm
- Tuesday 31 January, 11am
- Wednesday 1 February, 4pm
- Thursday 2 February, 9am
- Friday 3 February, 4pm
- Thursday 9 February, 4pm
- Friday 10 February, 11am

What’s the picture? Find out about your job market
How to research the local labour market, specific companies and sectors – useful preparation for interviews and general careers research.

- Wednesday 18 January, 2.30pm
- Thursday 19 January, 11am
- Friday 20 January, 4pm
- Tuesday 24 January, 4pm
- Wednesday 25 January, 9am
- Thursday 26 January, 2:30pm
- Friday 27 January, 9am
- Tuesday 31 January, 9am
- Thursday 2 February, 11am

Where are those jobs?
A guide to the tools and resources that will help you to find the right job opportunities.

- Monday 6 February, 11am
- Tuesday 7 February, 2.30pm
- Wednesday 8 February, 11am
- Thursday 9 February, 2:30pm
- Friday 10 February, 9am

Improve your money skills with Barclays

Money Skills 11:30am -12:30pm every Friday.
A fun and interactive 1-hour course to help students improve their money management.
Booking recommended as spaces are limited for this popular session!

Drop-in advice: 10:30am-11:30am every Friday.
Every Friday morning Barclays Bank will be in the StartUp Lounge offering free personal financial advice to students – covering everything from how to make the most of your current account and savings, online banking, to budgeting, money saving tips and how to improve your credit rating.

How to book

Call into the StartUp Lounge or Advice Shop receptions, email enterprise@ccn.ac.uk [2] or call (01603) 773 333.

We recommend that you book in advance – but if the limit of 12 per session has not been reached, then you can drop in on the day. All sessions will take place in the StartUp Lounge, which is on the first floor, Blakeney Building.

Coming soon…

Look out for the following sessions coming up after half-term…

Be the boss: Find out what employers are really looking for
An introduction to recruitment and selection methods used by employers, so that you will know what skills, knowledge and experience can get you through the job application process.

How to network and make contacts
Whether you are promoting yourself as a potential employee, or a product or service you want to sell, networking and making the right contacts is key. In this session we will show you how.

Applying for jobs online
What to expect and how to increase your chances of success with online job applications.

Getting the pitch right: how to get the job
An introduction to the basic skills required for a successful job interview.

Know your rights at work
An introduction to employment rights and responsibilities at work.

Psychometric testing – what's it all about?
Some employers use psychometric testing as part of the interview process – this session introduces you to psychometric testing and what you need to do to score well.

Opening times

The StartUp Lounge is open for drop-in access for all students and staff between the hours of 9am-5pm, Monday to Friday to work on their enterprising ideas, skills and attributes. Other sessions and events will also be held outside these times.

Contact us

StartUp Lounge reception: (01603) 773 333
Email: enterprise@ccn.ac.uk.

- Event category:
  - General [3]

Source URL: http://www.ccn.ac.uk/event/new-1-hour-sessions-job-hunting-applications-and-interviews

Links:
[1] http://www.ccn.ac.uk/sites/default/files/event_posters/startuplounge_006.jpg
[2] mailto:enterprise@ccn.ac.uk
[3] http://www.ccn.ac.uk/category/event-category/general