

THE BUSINESS INSTITUTE AT MANOR COLLEGE

in partnership with *The Career Advocacy Center at Vantage Point Bank*

PRESENTS FREE WORKSHOPS

Career Transitions Done Right

Are you between jobs? Considering a new career?

This free workshop is for you!

TOPICS FOR DISCUSSION WILL INCLUDE:

- What Employers are Looking for in Today's Job Market
- Putting a Plan Into Place
- Tips for a Successful Interview
- How to Make Your Resume Stand Out
- Maximizing Your Personal Network
- Making Sure Your Benefits are in Order
- Budgeting and Money Saving Tips
- Understanding Unemployment

**THREE DATES SCHEDULED for your convenience
Choose from one of the following Tuesdays to attend:**

DATES September 15th, October 13th or November 17

TIME All workshops run from 3:00 pm to 5:00 pm

PLACE Manor College; 700 Fox Chase Rd.; Jenkintown, PA 19046

TO REGISTER call The Business Institute at Manor College at 215-884-2218



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