Transition Workshop for Guard Members
Camp Mabry – BLDG 82 – RTI
21 July 2018 – 0800-1100
Hosted by the Council on Military Education in the South

Outline of Agenda

Section 1: Job Search
• Need Computer, Projector, and Internet
• Network, Network, Network
• Internet:
  ▪ Glassdoor.com
  ▪ Salary.com
  ▪ Indeed and other job posting sites (tip of the iceberg)

Section 2: Resume Writing
• Microsoft Word
• Resume Format
• Purpose (Hint: Its not to list what you think is important....)
• Cover Letter

Section 3: Interview Skills
• Phone
• Panel
• Group
• Face-to-Face

Section 4: Closing
• Social Media
• Salary Negotiations
• Offer Letter

The workshop will be followed by an Education/Career Fair.
Family members are welcome!
1100 – 1400

For information, please contact Allison Chambers at exdir@cometsmilitaryed.net or 214-240-3171