

PDEV1112 - Job Search Skills

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| Credits: | 1 (1/0/0) |
| Description: | This course is designed to develop the application, resume writing, interviewing and job maintenance skills needed to conduct an effective job search. |
| Prerequisites: | |
| Corequisites: | |
| Pre/Corequisites*: | |
| Competencies: | <ol style="list-style-type: none"> 1. Evaluate completed applications for employment. 2. Develop cover letters. 3. Analyze job market strategies and trends. 4. Complete mock interviews. 5. Analyze informational interviews. 6. Explain the challenges of balancing a career and life. 7. Identify priorities leading to job satisfaction. 8. Identify transferable skills. 9. Explore how to conduct an ethical job search. |
| MnTC goal areas: | None |

*Can be taking as a Prerequisite or Corequisite.