

## PDEV1112 - Job Search Skills

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"><li>1. Evaluate completed applications for employment.</li><li>2. Develop cover letters.</li><li>3. Analyze job market strategies and trends.</li><li>4. Complete mock interviews.</li><li>5. Analyze informational interviews.</li><li>6. Explain the challenges of balancing a career and life.</li><li>7. Identify priorities leading to job satisfaction.</li><li>8. Identify transferable skills.</li><li>9. Explore how to conduct an ethical job search.</li></ol>
MnTC goal areas:	None

*\*Can be taking as a Prerequisite or Corequisite.*