



JBLM · Directorate of Human Resources

Employment Readiness Program at the Hawk Career Center

*Employment information, career counseling, resume guidance,
and job search assistance, for all DOD I.D. card holders*

Jul - Dec. 2022

Virtual Classes

All classes are from 0900 - 1100



Resume 101

Jul. 14 · Aug. 11 · Sep. 15 · Oct. 13 · Nov.10 · Dec. 8

Discover what you need in order to write a great resume. Learn tips & tricks to make yourself stand out to an employer. This class teaches students how to create a basic, competitive resume.

The Complete Federal Resume

Jul. 21 · Aug. 18 · Sep. 15 · Oct. 20 · Nov.17 · Dec. 15

This course will teach you how to use the application system on USAJOBS, and format your federal resume to highlight your best qualities. We will discuss how federal jobs are structured, the hiring process, and additional tools for a competitive edge with the federal resume.

Classes are offered via Microsoft Teams. Registered participants will be sent a link, along with any needed class materials, to their email in advance to join the class at the scheduled time. We prefer if you connect your microphone/camera if you can, but it's not required.

Joint Base Lewis-McChord
Directorate of
Human Resources

Scan or click this code
to see all DHR flyers




jblmDHR     

JBLM DHR Marketing | Jul. 2022

Visit us online for hiring events & other opportunities
www.facebook.com/jblmunlimited



Register online for classes or appointments!
Visit jblmdhr.timetap.com

Hawk Career Center: 11577 41st Division Dr. Rm. 212 (JBLM North)

