



DPFR

Your Community Navigator

Jul - Dec. 2021

Employment Readiness Program at the Hawk Career Center

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

Virtual: Resume 101 Class

Jul. 8 • Aug. 12 • Sep. 9 • Oct. 14 • Nov. 9 • Dec. 9

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.



All Classes are 9:00-11:00 a.m.

Registered participants will be sent a link to their email in advance to join the class at the scheduled time. Participants will have the option to join as a guest with any browser or via their Zoom account. Either one works well.

Connect your microphone and camera if you can, but it's not necessary if you do not have that capability. Participants will have access to any needed handouts sent via email or downloadable in class.

Visit us online for hiring events & other opportunities

www.facebook.com/jblmunlimited

Register online for classes or appointments!

Visit fb.com/jblmunlimited and click the blue "BOOK NOW" button



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



Virtual: LinkedIn 360

Jul. 1

Leverage LinkedIn as a key utility for a job seeker. Learn how to: Build an effective LinkedIn profile, understand algorithms, make connections and interact with purpose, create content, and search/apply for employment.

Virtual: The Complete Federal Resume Class

Jul. 15 • Aug. 19 • Sep. 16

Oct. 21 • Nov. 18 • Dec. 16

This course will teach you how to use the application system on usajobs.gov, 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.



Joint Base Lewis-McChord
Directorate of Personnel
& Family Readiness

JBLM DPFR

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Employment Readiness Program

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