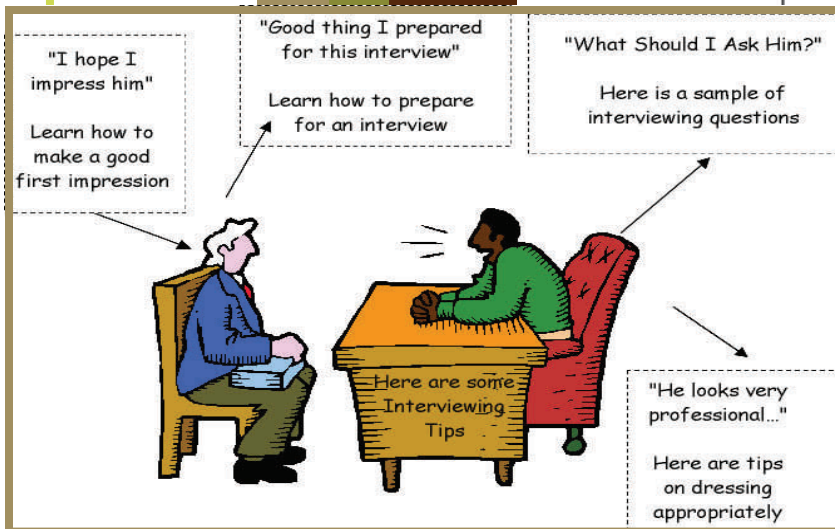
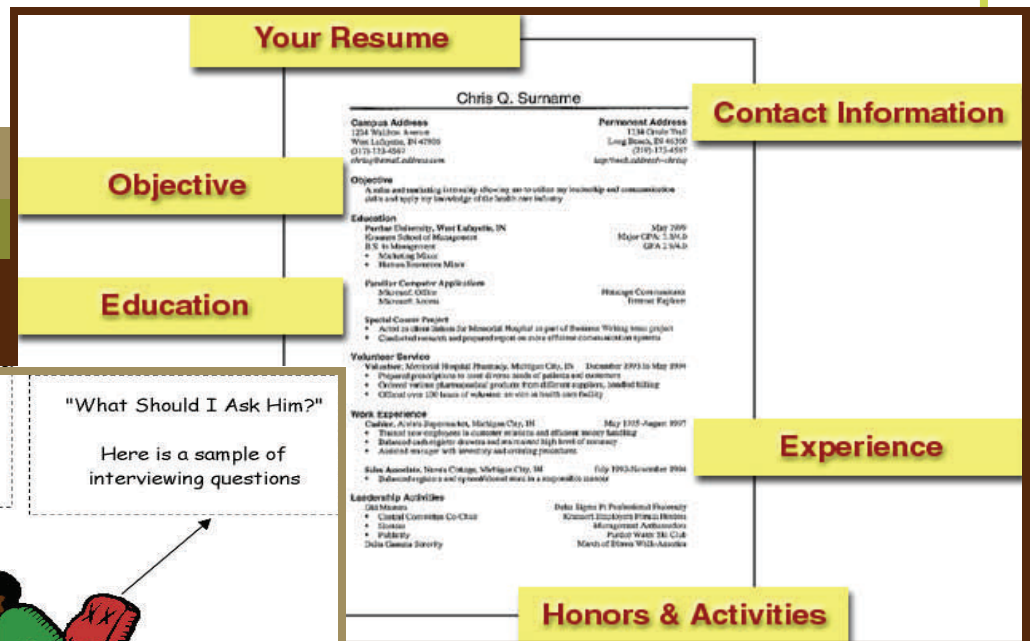


Graduate College

Professional Development Seminar Series

Resume & Interview Skills Instruction Seminar



Saturday November 22, 2008.

Room B-146 9:30 a.m. to 12:30 pm

Presented by Alice Pennamon & Wojciech Wloch

This Professional Development seminar will feature curriculum vitae development and effective interviewing techniques. This session will address the following topics: The process of developing a curriculum vitae, how to organize and select a format, items to include on the vitae, items not to include on the vitae, common elements of a vitae, positive aspects of high impact vitas, descriptive words, sending out vitas and effective techniques to use during an interview.

**Please sign in to attend at the Graduate College office B-159
or Contact Alice Pennamon for Information
773-442-6015 A-Pennamon@neiu.edu**