



In-Person Workshop Info

- ▶ **Thursday, September 25th**
- ▶ **2:00 pm – 3:30 pm**
- ▶ **MassHire Career Center 2
Florence Street 4th Floor
Malden, MA 02148**
- ▶ **Schedule this event from
your JobQuest account!
Or call 781-605-1501**

<https://jobquest.dcs.eol.mass.gov/jobquest/>

MassHire Programs & Services are funded in full by US Department of Labor (USDOL) Employment and Training Administration grants. Additional details furnished upon request.

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network



Resumes - Basics and Beyond

How do I write a resume? How do I update my resume for 2025?

Join us as we work on putting together our resumes for maximum effect!

- **Determine the value you bring to the position.**
- **Write a Summary**
- **Understand Key Words**
- **Write Accomplishment Statements (CAR-STAR or PAR)**
- **Get feedback from fellow participants and instructors.**

Through lively discussion, exercises and pair sharing, we'll discuss tips on how to get that interview!

See All MassHire Metro North Career Center Events Here:

<https://masshiremncareers.com>

186 Alewife Brook Parkway, Suite 310 • Cambridge, MA 02138 • 617.661.7867

800 W. Cummings Park, Suite 6400 • Woburn, MA 01801 • 781.932.5500

2 Florence Street, 4th Floor • Malden, MA 02148 • 781-605-1501

4 Gerrish Ave. • Chelsea, MA 02150 • 617.884.4333 • <https://masshiremncareers.com>

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Auxiliary aids or services are available upon request to individuals with disabilities.