

## Careers event – Saturday 6 October, London

### Workshop 1 – The Winning CV

With every job vacancy one CV will eventually claim the job, our winning CV workshop will teach you:

- how to sell yourself
- the do's and don'ts how to 'really' read a job advert
- how to use competency statements.

**Delivered by Dominic Morton, Hays Recruitment** - A highly successful recruitment consultant who has placed and supported hundreds of people into work. [www.hays.co.uk](http://www.hays.co.uk)

### Workshop 2 - Interview Skills:

This Interview Skills workshop is designed to give you a unique insight into the interview process from both the employer and candidate perspectives and provide you with a distinct advantage in terms of finding and securing your perfect job. This workshop will ensure that you:

- learn techniques to help control interview nerves
- know how to use body language to build rapport with your interviewer
- discover how to prepare so you perform to your strengths
- be able to deliver convincing answers to your interview questions
- deal with the unexpected - including those difficult questions.

**Workshop delivered by Hays Recruitment** - [www.hays.co.uk](http://www.hays.co.uk)

### Workshop 3 - Gain a competitive edge using social media

- This workshop is led by AAT's career coach Aimee Bateman, Founder of Careercake.TV & Director of Bateman Associates. [www.careercake.tv](http://www.careercake.tv)

She will focus on how to:

- develop a job search strategy
- access the hidden job market
- source new contacts
- make best use of social networks including LinkedIn
- stand out from the crowd.