

Improve your resume with



The WinWay Resume computer program can help you create a professional resume with ease.

In this workshop you will learn how to:



- ✓ Create a resume in the WinWay computer program
- ✓ Use the WinWay editing tools to change your resume
- ✓ Print out your new resume (or at least a draft)
- ✓ Save your new resume on a disc.

Prerequisites:

Have an existing resume that needs updating,
Have basic typing skills and know what type of work you're looking for.

For scheduling information and to sign up call 246-7911

Smart Business Resource Center • 1201 Placer Street • Redding • 530-246-7911



Our Job Seeker Workshops are free to the public.

We are an equal opportunity employer/program. Auxiliary aids and services are available upon advance request to individuals with disabilities. TDD users call (530) 245-1566. Check our website for additional information: www.thsmartcenter.biz.