Job Readiness

Whether a client is looking to further education, change careers or update resumes a case manager will be with them through every step. Personalized learning paths may include just one or all six Job Readiness topics.

CAREER EXPLORATION
Assists in narrowing down career paths of interest and next steps in the decision-making process.

JOB SEARCH
Learn job search strategies to assist you in finding employment.

RESUME DEVELOPMENT
Learn how to highlight important information so that your resume stands out.

INTERVIEW PREP
Interview skill practice and information to assist you with in-person and virtual interviewing.

SALARY NEGOTIATION
Gain an understanding of pay expectations for the role you are seeking employment in and gain salary negotiation skills.

POST-SECONDARY EDUCATION EXPLORATION
Explore post-secondary education options and educational costs that align with your occupation interests; such as vocational and technical training and academic college and university options, as well as navigating the FAFSA application process and understanding the cost of education.

SIGN UP!

APPLY ONLINE: https://www.utahca.org/adult-education/

ELIGIBILITY: Income Guidelines Apply

LOCATION: Salt Lake and Tooele Counties