

Options for Effective Resume Development

Strategies to market the job seekers contributions and find the best fit for employment to support Discovery and Customized Employment



POWER POINT/VIDEO – A visual document of the job seeker used to market one’s knowledge, skills, and abilities to the hire authority.

TOURS – A scheduled opportunity to observe the workplace environment and learn about the roles and responsibilities.



INFORMATIONAL INTERVIEWS – A job seeker gathers information through conversations about a workplace of interest from someone at that workplace.



ON-SITE JOB TRAINING – Employee learns through direct hands-on experience the actual job skills from a worker at the workplace.



WORKING INTERVIEW – A job seeker show the perspective employer and co-workers their knowledge, skills, and abilities to do the work on the work site.



CUSTOMIZED JOB DEVELOPMENT – A strategy used to create a win-win employment opportunity based on the knowledge, skills, abilities, preferences, and interests of the job seeker and needs of both the employer and job seeker.



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