"Focusing on Your Employment Future"

EMPLOYMENT MINISTRY NEWS

Your Nu Beginnings Newsletter

Winter 2014

To stand out from the overcrowded lines of other worthy employment applicants, the two best ways for being noticeable and clear are...

A Quality Resume Interviewing Etiquette

Nu Beginnings specializes in preparing the right resume for the right job and for providing interview etiquette training for anyone pursuing a business interest, career advancement or employment. "Nu Beginnings provides the encouragement, hope and faith needed to direct those who are in search of employment and for families who experience unemployment"

- Odie Smith
Executive Director
Nu Beginnings Employment Organizers



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- How to Get Noticed
- What Employers Look For in an Employer
- Added Value from Interviewing Etiquette
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The Resume



The Advantages of a Quality Resume

Resumes are not just for obtaining employment, but they also promote your knowledge, accomplishments., skills and abilities, as well as applying for significant

Colleges
Scholarships
Leadership Positions
Alternative Education
Technical Schools
Employment
Internships

A well written resume is the goal But the interview is the prize!

How to Get Noticed

It is important to submit a resume that matches the employer, the position and it's workplace values.

Nu Beginnings will reflect your skills, qualifications and valuable experiences within your new resume, to get you the <u>Interview</u>.



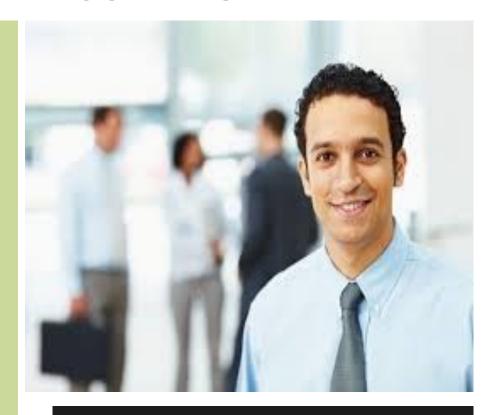
The Interview

What Employers Look For in an Employee

Appropriate Behavior
Ethics and Integrity
Workplace Skills
Commitment
Continuous Trust
Leadership Qualities
Professional Appearance

Why? To...

Impact Customer Services
Represent the Company
Maintain Effectiveness
Motivate the Team
Display Dependability
Attract Potential Clients
Enhance the Organization



Interviewing Etiquette

Interviewing etiquette skills are truly important to every job seeker. Nu Beginnings provides the following job interview guidelines and practices

How to Interact
Suitable Appearance
Which Questions To Ask
Inserting Confidence
Employer Research
The Conversation



We Provide...

Employment Specialists

Experts Who Prepare YOU for Employment

Interview Coaching

Methods to Help YOU With Job Interviews

Job Skills Training
Developing <u>YOU</u> In Person and On Paper

Custom Resumes
Resumes that Match YOU for the Right Job

Hiring Strategies

Guidance for YOU to Obtain Employment

Career Planning
Supporting the Employment Goals Within YOU

For information on the services and products provided by Nu Beginnings, please visit or contact us at



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