

# CEB Transferable Skills Training

## 'Get-a-Job' Workshop

**Tuesday 17<sup>th</sup> January 2012**

**LT2 (ground floor) Pembroke Street site**

Course leader: Dr Jamie Cleaver ([www.jamiecleaver.co.uk](http://www.jamiecleaver.co.uk))

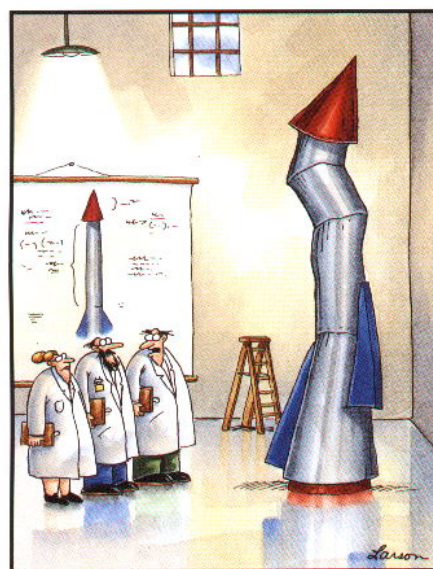
This workshop is specifically designed to be of benefit to PhD students and post-docs who are considering their future employment options.

### **Course content**

- Choosing the right path
- What employers want
- How to sell yourself in writing  
(CVs, on-line application forms, covering letters)
- How to sell yourself in interviews
- How to impress in teamwork exercises/assessment centres
- Summary of key transferable skills

### **Itinerary**

9.00	Start
10.30	Coffee/tea
12.30	Lunch (provided)
15.00	Coffee/tea
17.00	End



"It's time we face reality, my friends. ...  
We're not exactly rocket scientists."



The course is open to all PhD students and post-docs. Please contact Dr Sarah Rough (slr1002) if you wish to attend.



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Chemical Engineering and  
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