

Executive Transition Programme

The Executive Transition Programme is designed to equip students with the tools necessary to successfully transition into internships, vacation employment and the workplace. Attendance at all workshops is mandatory and participants receive a certificate upon completion. Participate and receive help on how to:

- Write and critique your resume
- Produce a winning cover letter
- Write professional correspondence
- Create your career portfolio
- Use technology wisely in the workplace

| Date | Time | Location |
|---------------------------------|---------------|------------------|
| October 25th | 1:00PM | Daaga Auditorium |
| November 1st | 1:00PM | Daaga Auditorium |
| November 8th | 1:00PM | Daaga Auditorium |
| November 15th | 1:00PM | Daaga Auditorium |

Targets Second Year students

Register at Student Advisory Services
Second Floor Student Administration Building