

Institute for Professional Development

Are You Ready to "Jump Start" Your Career One Day Course: May 26, 2007

A highly interactive course on how to "Jump Start" your career search through the use of a defined process that gets results! Come away with:

- ? What It Takes to Write a Powerful Resume
- ? How To Effectively Search for a Job and Get Results
- ? How to Become a Top-Notch Interviewer
- ? How to Get the Salary You Deserve

Your Instructor

Don Lents, owner of *Jump Start Resumes*, a resume writing and career services company, has over 26 years of diversified business experience and more than 15 years of experience in human resources with an extensive background in talent management and organizational development— Don has evaluated and written hundreds of resumes! Don's diversified career path in human resources includes working for a Fortune 200 company as a Director of Recruiting to owning his own staffing agency and human resource consulting company.

Don has a dual Masters Degree in Computer Resources and Information Management and Human Resource Development. He also holds the designation of a Senior Professional in Human Resources.

What students say about this course:

- ? *Great class! The instructor definitely knew what he was talking about... I can't wait to put these new ideas to work!*
- ? *The raise I received with my new position was in the thousands - giving me a great return on my investment in this class.*
- ? *The class was an eye opener! Now I definitely see what I have to do to be effective in my job search. From resumes to interviews to salary negotiation... the instructor had some fantastic ideas on how to differentiate yourself from the rest of the pack!*
- ? *While I thought I knew the basics, this was able to point out my weaknesses and help me bring my very best into an interview.*

Course Cost: \$50

The class will take place from 9:00 am - 4:30 pm Saturday (May 26) and is held at the Wayland Baptist University main campus, Room 101 (Computer lab) at 11550 IH 35 North, San Antonio, TX 78233.

Call 210-632-6060 to reserve your seat