

Resume Process

Having a good resume is essential to finding a job. Our goal is to see that you leave the program with a good solid resume.

1. If you have a draft resume, check it against the good resume on our website. If you don't have a resume, use the good resume example to create one of your own. Check and see if you have all the sections that apply to you. Feel free to copy and paste the Pre-Apprenticeship Program description (under Education) and the American Red Cross and/or driver's license sections from the example into your resume.
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To see our sample of a good resume, go to the Pre-Apprenticeship website:

<https://www.mapavstp.com/>

Click on 'Classroom'. Scroll down. Near the bottom, on the left, you'll find a section called 'Starting a Job or Career'. Click on "Example of a Good Resume".

2. When you feel your resume is in pretty good shape, send it to Tory Perrotta at ToryP2327@gmail.com. She will go over it and make adjustments or edits as needed and let you know when it's finished. Sometimes this may take a week or two. If you haven't heard back within two weeks, feel free to contact her and follow-up.
3. Before you graduate, make certain you keep an editable copy of your resume so that you will have continued use of your resume and can continue to update it as needed after you graduate. Many people use their resumes throughout their career.