



JOB HUNTING HANDBOOK CLASS

Everything you need to get hired!

Prepare for the upcoming ITO Job Fair....

Iowa tribe of Oklahoma

October 28, 2017

When: Tuesday October 28, 2017

Where: ITO Library

Time: 12:45– 2:00pm

SEATING IS LIMITED TO 10 INDIVIDUALS!!

Pre-registration: Send your name, age, address, and tribal affiliation to:

Regina Riley

rriley@iowanation.org

or phone: 405-547-2402 ext. #209

This program is a part of the ITO Job Placement and Training program and open to adults that are Iowa tribal members or other natives enrolled in a federally recognized tribe that reside in the Iowa Jurisdiction of Lincoln, Logan, or Payne counties.

“55% of the labor force works for small business 26% of the labor force works for medium-sized business 19% of the labor force works for large business”

- U.S. Bureau of Labor Statistics

The Job Hunting Handbook

Everything You Need to Get Hired
in 48 Easy to Read Pages

by Harry Dahlstrom



THE AMERICAN JOB MARKET

In This Class

- Learn how to show employers you have the “right stuff”
- 13 proven ways to get a job interview
- What to wear to a job interview
- Create a job resume

light refreshments will be served