

MONDAY, FEB. 9

**How to Write a Resume
in 30 Minutes**

For students who have never written a resume, or just need help with editing or formatting. We'll cover the basics and you'll have a completed resume in 30 minutes.

TUESDAY, FEB. 10

**Interview Skills that Will
Get You Hired**

Do you know how to dress for an interview or how to promote yourself in 15 seconds to keep future employers interested? Learn these tips and more as we practice successful interviewing skills.

WEDNESDAY, FEB. 11

**Professionalism in Today's
Workplace**

(guest presenter from Wells Fargo)

Wells Fargo's Regional Banking District Manager, Tom Day, will be giving real-life insight into what professionalism looks like in the workplace today.

THURSDAY, FEB. 12

Career Fair

From noon to 3 p.m. in the Student Union Building, over 50 employers from Billings and nationwide will meet with ~~students~~ future employees.

Career Week

Three *free* workshops will get you ready to meet over 50 employers at the Career Fair!

Workshops will meet in Library 117 at 12:15 p.m. each day.

To reserve your *free* spot, email careers@msubillings.edu or call 657-2168.