



Long Island Speech-Language-Hearing Association

WRITING A DYNAMIC RESUME AND SUCCESSFUL JOB INTERVIEWING SKILLS

Presented by: **Melissa Sanchez-Lopez, Recruitment Manager**

Sunday March 11, 2012

11:00 am– 1:00 pm

Location: Campo Salisbury Center, Westbury, New York 11590

Course Description: This course is designed to prepare speech-language pathologists in their search for employment. Sample resumes will be reviewed to illustrate effective writing techniques. Discussion will describe successful interviewing strategies including questions that may be asked during the process as well as inquiries to direct to the prospective employer. Current job market trends will be analyzed. Please bring a copy of your resume.

Learner Outcomes: Participants in this course will write an effective resume and prepare for interviews with an awareness of current employment trends.

Presenter: **Melissa Sanchez-Lopez** is the Recruitment Manager of Rehabilitation at RCM Health Care Services. She personally does resume coaching to design the most effective resume. She has placed hundreds of speech-language pathologists in per diem and permanent positions.

If you would like to have your resume personally reviewed by Ms. Sanchez-Lopez prior to the workshop please send a copy to LISHA with your payment by March 2, 2012. Resumes received after that date will not be forwarded to Ms. Sanchez-Lopez. Please use the address below.

Time Agenda:

10:30-11:00	•Registration
11:00-11:30	•Resume Writing
11:30-12:00	•Interviewing Techniques
12:00-12:30	•Employment and Job Market Options
12:30-1:00	•Role Playing of an Interview

Questions and Answers

This program is NOT offered for CEUs. It is offered for students

Directions:

Coming from East:

SOUTHERN PKWY W. Merge onto WANTAGH PKWY N via exit number 27N toward WESTBURY. Take the exit W2W toward OLD COUNTRY RD. Turn SLIGHT RIGHT onto DUFFY AVE, Turn RIGHT onto OLD COUNTRY RD. Turn LEFT onto CARMAN AVE EXT/CARMAN AVE. Continue to follow CARMAN AVE. Turn RIGHT onto STEWART AVE. Turn SLIGHT RIGHT onto THE PLAIN RD. End at 718 THE PLAIN RD WESTBURY NY. PROCEED TO LARGE PARKING AREA AT CENTER

Coming from West:

LONG ISLAND EXWY/I-495 E Merge onto NORTHERN PKWY E via exit number 38 toward MEADOWBROOK PKWY. Take the POST AVE exit- 32- toward WESTBURY/OLD WESTBURY. Take the ramp toward WESTBURY. Turn SLIGHT RIGHT onto POST AVE. Turn LEFT onto OLD COUNTRY RD. Turn RIGHT onto WESTBURY RD. WESTBURY RD becomes VALENTINES RD. Turn SHARP LEFT to stay on VALENTINES RD. VALENTINES RD becomes THE PLAIN RD. End at 718 THE PLAIN RD WESTBURY NY. Proceed to large parking area at center.

Registration:

No onsite registration! First Come, First Served!

Please tear off and return with payment: **Mail to LISHA, P.O. Box 133, Mastic Beach, N.Y. 11951-0133**

Any questions - please contact Dr. Sandy White at Info@lisha.org

Resume Writing and Interviewing Skills – March 11, 2012

_____ I am a student member and have enclosed a \$10.00 fee for attending the conference.

_____ I am a non-member student and have enclosed a \$35.00 fee (includes conference and membership).

Name: _____ Home Telephone Number: _____

Address: _____ E-mail address: _____ ASHA# _____