

Jobs Caledon featuring Peel Region tomorrow

Preparation is the key to success, and this rings true especially in the world of employment.

Jobs Caledon is hosting a session tomorrow (Friday) at the Royal Courtyards in Bolton with a presentation from Antonella Russo, employment coordinator with human resources at Peel Region. She will be discussing various interview preparation topics, such as how to put together a quality resume, resume styles, how to apply to employment opportunities at the Region via the Internet and how to prepare for an interview.

Russo has been with the Region for more than 12 years in a variety of different roles. Most heavily, her emphasis has been on human resources and employee relations for over 10 years. She currently holds the position of employment coordinator, which focuses on recruitment with human resources. She is responsible for the hiring of temporary employees for the Region's temporary administrative assignment pool and has serviced many departments, such as health, children's and corporate services.

'In today's competitive job market, it is key to have a sound understanding on how to gear your resume to the job that you are applying for,' she stated. 'Interview preparation is vital in delivering the 'right' information, sharing the 'right' experiences and selling yourself that you are the 'right' person for the job.'

Register today by phoning Jobs Caledon at 905-584-2300, ext. 200 or by email to jobs@ccs4u.org