Date: April 27, 2020

**Assignment #1 – Career Exploration**

Students will begin to prepare information that will be required by employers (ie. Information to include on resume/ list of persons that could be used as credible references)

1. Write a sentence that describes your career goal. Your sentence must be concise, free of errors, and be targeted to a specific goal. **(3 marks)**

[ttps://resumegenius.com/blog/resume-help/resume-objective#how-to-write-a-resume-objective-statement](https://resumegenius.com/blog/resume-help/resume-objective#how-to-write-a-resume-objective-statement)

1. Write your legal name, contact information include full address (include postal code), phone number, cell and email **(2 marks)**
2. Write a paragraph describing your educational background and training including skills, volunteer and work experience, activities and interests **(10 marks)**
3. Make a list of 3 to 5 persons that could provide a reference for you based upon character, skills academics, work ethics etc. Beside each name write a brief comment indicating what you would like each person to say about you that would profile you as an excellent candidate to attain a job - (remember that when you do your portfolio you will need a minimum of three references so keep these people in mind and ask them if you can use them as a reference) **(5 marks)**

**Total: 20 marks**

**Due Friday, May 1st**