

UHL2432

ENGLISH FOR PROFESSIONAL COMMUNICATION

CHAPTER 1

JOB SEARCH SKILLS

Expected Outcomes

Demonstrate the ability to use a range of methods to search for employment opportunities and identify possible sources of support.

Read job requirements and skills in job searching.

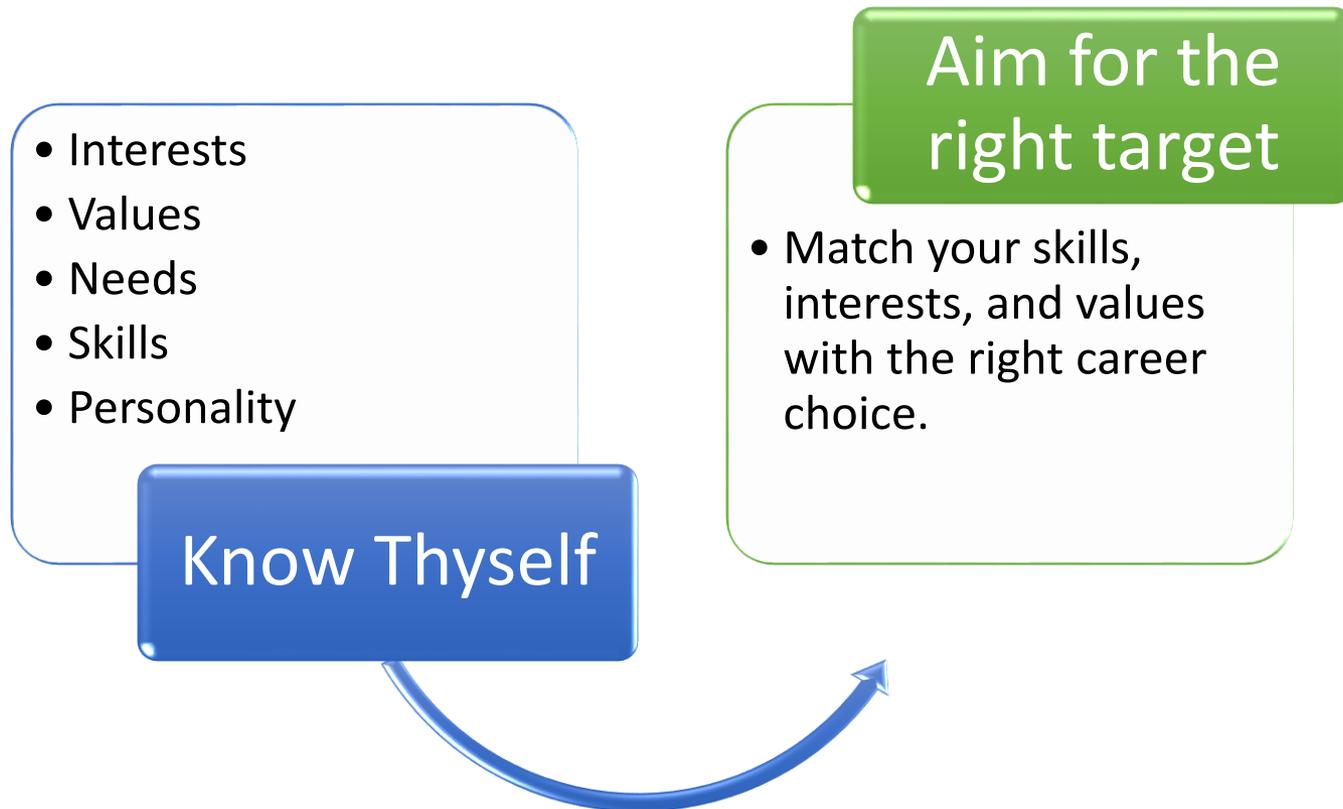
Write a resume using the format instructed by the lecturer.

Write a cover letter according to the format taught.

Associate Professor Dr. Ainol Haryati Ibrahim
Dr. Zuraina Ali

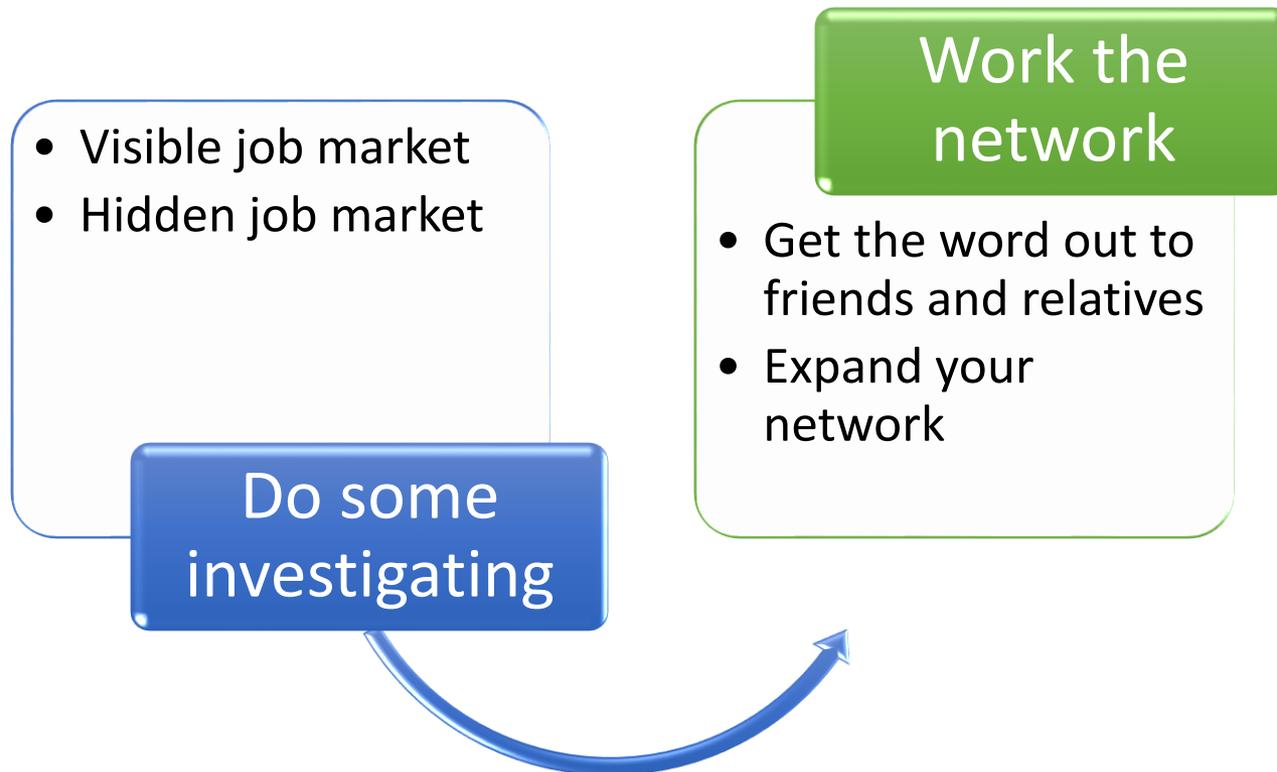
Unit 1.3 Introduction to Job Search

1.3.1. Job Hunting Strategies



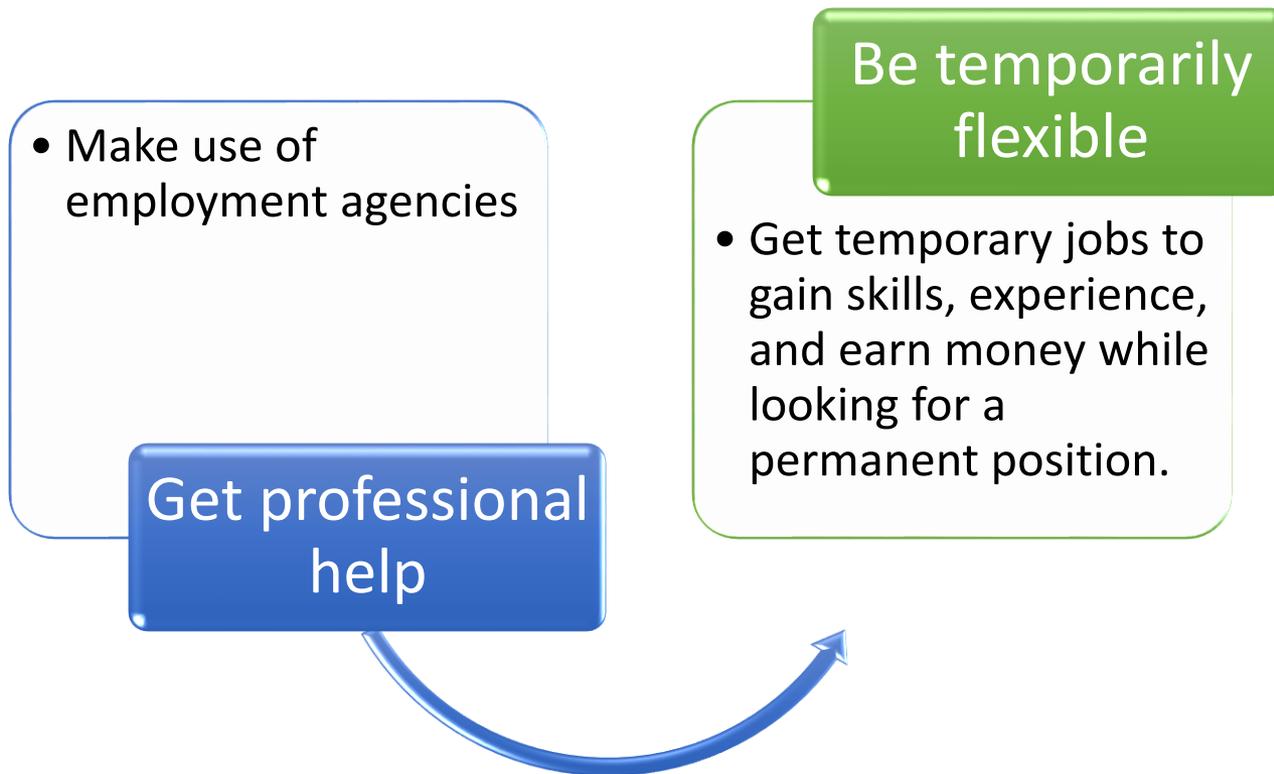
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