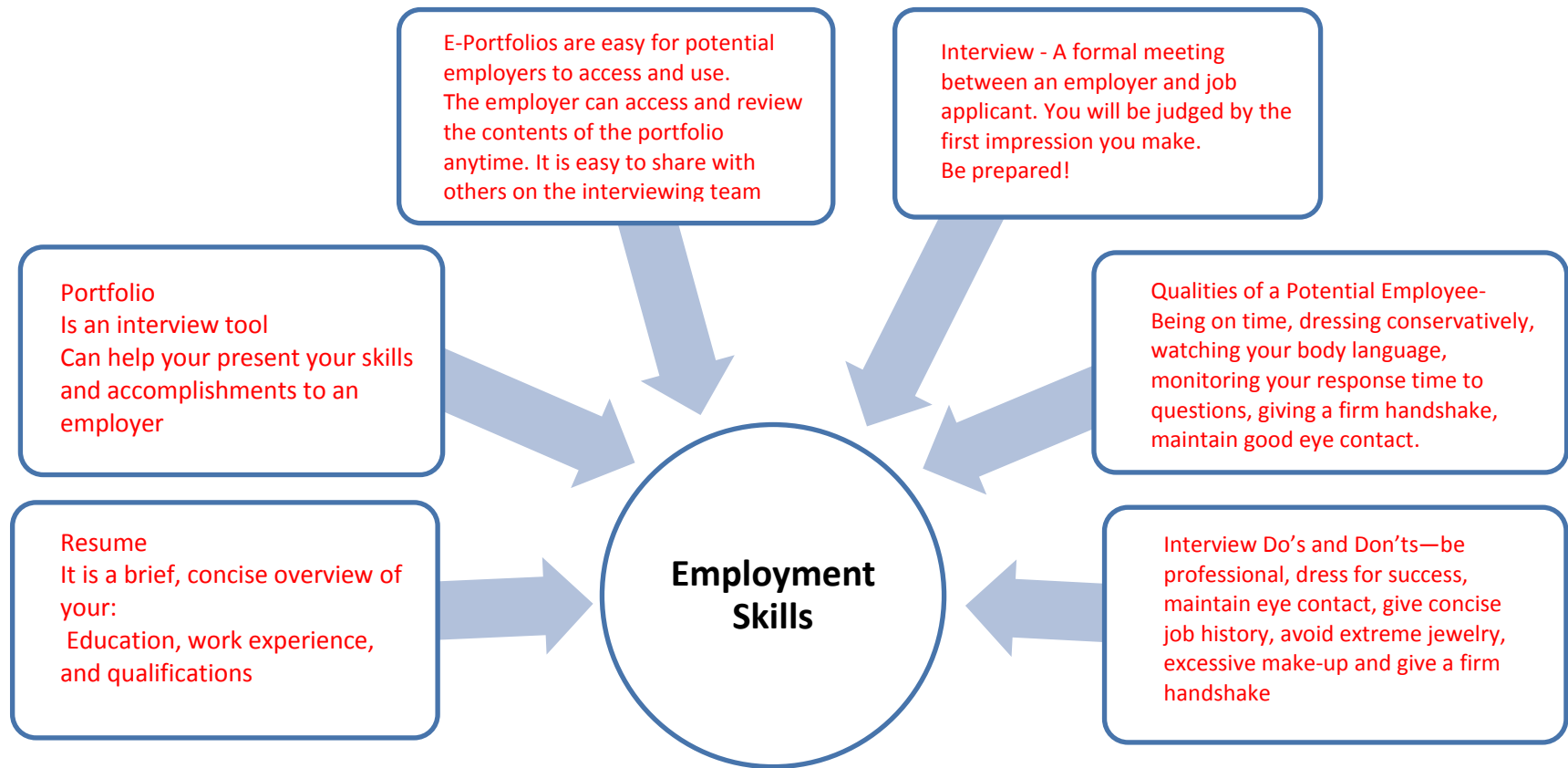


## Empowering Your Job Skills Notes (Key)

List and describe the ways to empower your employment skills in each section. Complete the questions at the bottom.



1. What is the purpose of a resume?
2. Why is it important to research a company before you go on the interview?
3. Name two benefits of having an employment portfolio?