

Batoli mpona Resumé



Tika tosunga yo na likambo oyo.

✓ Nini esengeli kosala




- Bakisa bansango eza ntina mpona mosala oyo ozosalela demande mpe benda likebi na makoki na yo.
- Na resumé na yo, salela maloba ya ntina euti na ndimbola ya mosala wana.
- Bakisa statut ya mosala na yo ya sika: esika ozosala, osali bambula boni kuna, misala mpe/to makambo osala.
- Bakisa bansango etali bakelasi osala.
- Koma resumé na yo na molongo oyo makambo esalemaki kasi balusa yango, banda na misala ya sika.
- Tya nkombo na ye mpe bacoordonnée na yo na esika oyo bakomona yango polele. Esengeli koala na nkombo, adresi, nimeru ya telefone mpe email na yo.
- Sala ezala mokuse (eleke te bankasa 1-2).
- Salela mesure 8.5" x 11" ya lokasa mpe salela format eza kitoko na komona.
- Bakisa ntango nyonso mokanda ya ezlendisa ntango ozotinda resumé na yo. Ekoki kozala na makambo oyo okokoma na email okotinda.
- Bongisa resumé na yo mpona eyokana na mosala mokomoko ozoluka.

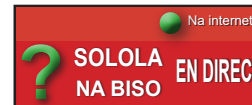
• ❌ Nini osengeli kosala te

- Kosalela te maloba ya mokuse to abbreviation (longola kaka lettre ya liboso ya prénom ya mibale mpe kolakisa ngambo na ndisa N mpona nord na adresi).
- Kolobela te salere ozali komizela ozwa to lisolo ya basalere na yo Soki basengi, bomba yango mpona mokanda ya kolendisa to interview.
- Kobakisa te makomi to police ya makomi esekisaka, to baclasseur, to bapapie ya ntalo.
- Kotinda te foto na yo.
- Kobakisa te bansango na yo (mbula, molai, kilo, statut ya libota, foto, to lingomba na yo to lisanga ya politiki) longola kaka soki ozosala bosengi ya mosala na moko ya masanga oyo.
- Kopesa te resumé na yo nkombo "resumé." Ntango okosauver, pesa yango nkombo na yo.
- Kobakisa te bareferansi na resumé Sala bareferansi na liste ekeseni.
- Kobakisa te masano olingaka to biloko osepelaka na yango kasi kaka soki ekobakisa na makoki na yo mpona mosala.
- Kotya te agrape, scotche na resumé na yo, kogumba yango mpe te.

Mpona koyeba makambo ebele solola na:

Maine CareerCenters

-  www.mainecareercenter.gov
-  MaineDOL.CareerCenter@maine.gov
-  207-623-7981 | TTY users call Maine Relay 711



Ministere ya Mosala ya Maine epesaka bato nyonso mabaku ya ndenge moko na makambo ya mosala mpe na baprogramme. Masungi mpe misala mosusu ezali mpona bato baza na bibosono; esengeli nde kosenga yango.