



Discovery Job Network

News & Updates

Happy Thanksgiving



November Calendar:

Our network meets on Mondays from 9:30 a.m. to 11:00 a.m. in Peregrine I at St. Thomas More Catholic Church. [Get Directions](#)

Remember if St. Thomas More Church and School are closed for a holiday and snow day, then so are we.

[Visit Our Website for the Calendar of Community Events](#)



Our Network Meeting Topics and Presenters

November 5th - **Creating Your Target Employer List** with Krista Redlinger

November 12th - **Office Closed in Observance of Veterans Day.**

Thank you to all of you for your service and sacrifice.

Open Tuesday-Thursday, during regular hours, by appointment.

November 19th - **Holiday Networking Tips** with Joe Murphy

November 26th - **Using Library Resources for Your Job Search** with Summer Greenwood

40 People Needed for a One Day Event

Electronic Recycling Event at Mile High Stadium on November 15, 2018. Choose a shift, from 9am-5pm or 11am-7pm. Lunch and

drinks provided. \$15/hour, paid on November 23, 2018. Must be 18 years of age. Two forms of ID required. Call Cindy for more information or to register at 303-527-2827.



Project Management Institute MileHi Chapter's Day of Service

Discovery Job Network participated in this Denver inaugural event, sponsored by Colorado Christian University. The PMI paired a team of experienced project management professionals with a nonprofit/charity. The DJN team worked on creating our Project Plan to monitor the numerous projects already scheduled for 2019. The PMI provided numerous tools and

assistance. We are very thankful to the entire PMI chapter for selecting us and Colorado Christian University for sponsoring the event and providing a delicious lunch and refreshments. However, DJN is especially grateful to Diana Hutchinson, Mary Rownd, Rob Fago, Rob Molloy and Siena Apis for their incredibly valuable assistance.

Small Things Make a Big Difference: Your Resume by Jean Spahr

- Customize! It is more productive to send out fewer customized resumes than to send out many generic resumes. Carefully study the requirements and skills needed for each position that interests you. If you have most of the requirements and skills, it is worth applying.
- Fine tune your summary/objective for each position you apply for to increase the odds of an interview.
- Review the skills section of your resume to ensure that it is impactful and helpful to your candidacy. For example, if communications skills are required, state that you have communication skills.
- Customize your bullet statements so it is readily apparent you are a good candidate that can contribute quickly. Don't list jobs more than 10-15 years in the past unless there is a compelling reason to do so. Your resume is a snapshot not a documentary!
- Select skills and experiences that meet or exceed the job requirements. Eliminate information that isn't relevant to the position.



Featured Job PT Religious Education

Assistant - Saint Francis Cabrini
Church

[Job Description](#)

Phlebotomist - Vitalant (previously

Bonfils)

[Job Description](#)



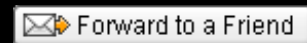
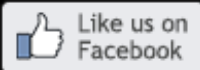
Featured Employer

Gaylord of the Rockies Resort -
Opening in December Hiring Event

Tue, Nov 13, 2018 - 10:00 am

[Learn More](#)

BE INSPIRED, LEARN MORE, STAY CONNECTED:



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