**Module 8: Job Preparation and Required Job Skills**

Student Learning Outcomes. At the completion of this module, you are expected to be able to:

1. Create a personal resume.

2. Locate two jobs that interest you utilizing various resources including NCWorks, Craig’s List, Monster Jobs, Indeed, Careerbuilder, USAJobs, newspapers, and Careeronestops, and summarize what you found.

3. Explain what job skills are required for a carpenter, construction foreman or supervisor, and an architect. Explain the educational requirements for those careers and what type of education you would need to pursue to fill those requirements.

4. Perform a mock interview, either live or using an interviewing software program.

5. Review the Linkedin website and write a summary paragraph about it.

**References:**

NCWorks. <https://www.ncworks.gov/vosnet/Default.aspx>

Craig’s List. <https://raleigh.craigslist.org/>

Monster (Jobs). <https://www.monster.com/>

Indeed. <https://www.indeed.com/>

CareerBuilder. <https://www.careerbuilder.com/>

USAJOBS. <https://www.usajobs.gov/>

Careeronestops. <https://www.careeronestop.org/>

<https://www.careeronestop.org/JobSearch/Resumes/ResumeGuide/introduction.aspx>

Linkedin. <https://www.linkedin.com/>