

## Applying for jobs

Aspect	Confident about	Not interested	Need to find out more	When and how I'll do this
Knowing what jobs would suit me				
Finding out what jobs are available				
Interpreting job advertisements and person specifications				
Filling in application forms				
Writing a personal statement				
Writing a covering letter				
Writing a CV				
Going for interview				
Going to assessment centres				
Competence-based application processes				