Graphics Design Job Search

April 6 - 10, 2020

1. Select an imaginary graphics design position you want to apply for by researching employment sites such as Monster, Career Builder, etc.
2. Identify the training and education your chosen position requires.
3. Note the skills desired by the employer.
4. Use this information to create a resume that indicates the desired education and skill set needed for the job.
5. Explore appropriate formats for your resume and follow one of these formats. You can print your resume if you do not have access to Word or Google Docs.
6. Use block style to create a cover letter. You can print the letter using the block style if you do not have access to Word or Google Docs.
7. Use the correct format for a business letter (you can search that on the computer or your cell phone).

Send to me: csnodgrass@lohnisd.net

1. If you have in word or docs just email or share with me.
2. If you have it on paper, take a picture with your phone and email to me.
3. Or, you can turn in using Google Classroom.