



## CENTER FOR LEARNING AND DEVELOPMENT

### WORKSHOP ON "HOW TO CREATE A WINNING RESUME"

**B.A.LL.B. & B.Com.LL.B. (2023-28) :: Mon. 20 -to- Fri. 24 Nov. 2023**

Sat.-18-Nov-2023

Dear Parent / Student,

Greetings from the Center for Learning and Development!

#### WORKSHOP ON "HOW TO CREATE A WINNING RESUME"

Having a well-crafted resume is essential when you are searching for a job as it gives you an opportunity to showcase your best and most relevant abilities and attributes. Employers rely on resumes to make informed recruitment decisions, and a well-written resume can also increase your chances of securing an interview. Therefore, if you are currently in your early academics, it is crucial to review the layout and content of your resume.

The forthcoming workshop is aimed at elucidating the critical areas for creating an impressive resume that not only makes a remarkable first impression but also instils the confidence you need for future engagements. The workshop will focus on the most pivotal aspects of resume building, which collectively play a crucial role in achieving this objective. By attending the workshop, you will gain insights into the key elements that help craft a smart resume.

#### KEY ASPECTS OF THE WORKSHOP

- Creating Lasting First Impression for Recruiters
- Competitive Resume Development
- Customizing and Optimizing Resumes
- Styling & Formatting Errors
- How to use Resumes for Self-Branding
- Writing Career Objective & Work Experience

#### DISTINGUISHED RESOURCE PERSONS:

- **Mr. Akshay Aggarwal**, Training Consultant, Lloyd Law College
- **Dr. Shrikant Juneja**, Associate Trainer, Lloyd Law College
- **Ms. Damini Yadav**, Soft Skills Trainer, Lloyd Law College

**ATTENDEES :: B.A.LL.B. & B.Com.LL.B (2023-28)**

**PROGRAM SCHEDULE :: Mon. 20 -to- Fri. 24 Nov. 2023**

**VENUE :: Respective Classrooms as per Time Table**

Center For Learning and Development				
20 Nov. to 24 Nov. 2023				
Day & Date	Program & Batch	Section	Time	Trainer
Mon. 20-Nov.-23	B.A.LL.B. (2023-28)	-A- (LLC)	01:30 PM - 03:00 PM	Ms. Damini Yadav



Mon. 20-Nov.-23	B.Com.LL.B. (2023-28)	-A-	01:30 PM - 03:00 PM	Dr. Shrikant Juneja
Tue. 21-Nov.-23	B.A.LL.B. (2023-28)	-B- (LLC)	11:00 AM - 12:30 PM	Ms. Damini Yadav
Tue. 21-Nov.-23	B.A.LL.B. (2023-28)	-C- (LLC)	01:30 PM - 03:00 PM	Ms. Damini Yadav
Tue. 21-Nov.-23	B.Com.LL.B. (2023-28)	-B-	11:00 AM - 12:30 PM	Dr. Shrikant Juneja
Tue. 21-Nov.-23	B.A.LL.B. (2023-28)	LSL -A-	01:30 PM - 03:00 PM	Dr. Shrikant Juneja
Wed. 22-Nov.-23	B.A.LL.B. (2023-28)	-D- (LLC)	01:30 PM - 03:00 PM	Ms. Damini Yadav
Wed. 22-Nov.-23	B.A.LL.B. (2023-28)	LSL -B-	01:30 PM - 03:00 PM	Ms. Damini Yadav
Thu. 23-Nov.-23	B.A.LL.B. (2023-28)	-E- (LLC)	01:30 PM - 03:00 PM	Ms. Damini Yadav
Fri. 24-Nov.-23	B.A.LL.B. (2023-28)	-F- (LLC)	01:30 PM - 03:00 PM	Dr. Shrikant Juneja

Hope to see you all participating with full zeal and encashing this golden opportunity to keep yourself a step ahead with the skills which are needed to be industry ready.

**Dr. Mohd. Salim**

Senior Director & Dean

Lloyd Law College & Lloyd School of Law

[director@lloydlawcollege.edu.in](mailto:director@lloydlawcollege.edu.in)