



## REDUNDANCY WORKSHOP

### Location

Workshops will be delivered at your own premises or an agreed venue.

### Price

The price per delegate for this workshop is £100 plus VAT.

### Materials

Each delegate will receive a binder containing all workshop materials.



PETE WYATT RECRUITMENT

Cherry Orchard,  
Potterne Road,  
Devizes,  
Wiltshire.  
SN10 5LL

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01380 723947  
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**A one day Workshop designed to help employees to maximise their potential in the job market, following redundancy**

*Be a caring employer, during difficult times ...*



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# Overview

*This Workshop will help employees who are undergoing redundancy to prepare for, and pursue, relevant job opportunities, with the aim of maximising their chances of success at each stage of the recruitment process, from submitting a written application through to the final selection interview.*

*The Workshop also aims to help employees to maintain their self-esteem by understanding their individual strengths and how they can capitalise on these in a practical way that enables them to effectively pursue new job opportunities.*



What next...?

## OBJECTIVES

- To help employees better understand the redundancy situation, so that they leave the company with a positive attitude about their current employer.
- To support the impact of emotional and personal effects on employees by encouraging and helping them to feel positive about future prospects in the current job market.
- To appreciate the skills and attributes that they have and maximise their appeal to prospective employers.
- To draw up an effective job search action plan using a variety of resources.
- To describe how to maximise their chances of success at each stage of the recruitment process.
- To appreciate the key features of an effective CV, application form and cover letter.
- To maximise their performance with any psychometric tests they need to take (online or offline).
- Demonstrate a clear understanding of how to perform effectively in a structured interview.

## TANGIBLE OUTPUTS

- Personal strengths profile.
- Personal job search action plan.
- Interview preparation guide.
- Template CV and cover letter.



## Confidential Enquiry Form

Would you be interested in learning more about this Workshop? Please complete any, or all of the details below, and return this form to Pete Wyatt Recruitment.

How many people will be attending the Workshop?

- 1-25
- 25-50
- 50-100
- 100 - 200
- 200+

Would you prefer PWR to contact you by letter, telephone, or email?

- Letter
- Telephone
- Email

Where will the Workshop take place?

- At your business premises
- At an alternative venue

Is there anything else that you would like PWR to focus on in this Workshop?

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

P E T E W Y A T T R E C R U I T M E N T

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