**Job Search Plan Template**

Date: MM/DD/YYYY

My short-term career goal:

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| **I will do this short-term action to support my goal:** | **By this date:** | **Resources:** |
| Learn how to create Canadian resume | December 7, 2015 | Module 4: Resumes on TRIEC Campus |
| Create a first draft of my Canadian resume | December  11, 2015 | Additional resources available in Module 4: Resumes; internet research |
| Learn about the recruitment process in the five largest banks in Canada (RBC, Scotiabank, TD, BMO, CIBC). | December 14, 2015 | Banks’ websites |
| Review 5 LinkedIn profiles of Project Managers working in those banks | December 15, 2015 | LinkedIn |
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| I will re-evaluate my plan and career goal on this date: | | |