



Success despite downturn in Labour Market

David had been working for a number of years as a labourer / hod carrier in the construction industry. However with the downturn in the industry he had been laid off and was now desperate to get back into work as soon as possible.

Ideally David was still hoping to find work on construction sites but was also looking at manufacturing vacancies aware that he might need to broaden his options. David first attended for a universal session where his adviser was able to identify that David needed an effective CV and covering letter to apply for work. David had never had a CV before so his adviser spent the remainder of the appointment looking at examples of CV's and showing him useful resources online. He then agreed with David to see him again as part of the differentiated and personalised service where he could receive intensive support with producing an effective CV.

At his next appointments David and his adviser were able to produce a CV which demonstrated his personal qualities, skills and experience effectively. They also produced a covering letter. These were both e-mailed to David so that he had electronic copies which he could easily edit for specific vacancies.

David used the CV and letter template to apply for a job in a factory and started work two weeks later. He continued to look for construction work however and after two months in the factory he left on good terms to start a position on a construction site which he had again used his CV and letter to apply for.

igen Ltd. No1 Eastgate. Leeds. LS2 7LY • Tel 0113 225 9000 • Fax 0113 226 2190 • Email: enquiries@igengroup.co.uk

©2012 igen
Built on [Cubik](#)