

Rauni Malenfont

Rauni Malenfont, 39, was shocked when she first moved to Nelson from Victoria and wasn't able to find a job as a dental receptionist. She had 12 years' experience, but a tight job market meant it was tough to land a position.

"There are only 13 dental practices in Nelson, compared to over 70 in Victoria," Rauni said. "There just weren't any openings when I moved here."

Rauni, her husband and two children moved to Nelson to be closer to family, and she hoped to find work when she arrived.

In May 2008, Rauni went to the Kootenay Career Development Society (KCDS) in Nelson for help. She reviewed her resume with staff there, and discovered that her "very standard" resume that listed job experience in chronological order need an injection of enthusiasm. She signed up for a course called "Resume Express" and "Beyond the Want Ads" and soon she was on her way to landing a new job.

What made the difference? Rauni said her new resume highlights her strengths right up front, so prospective employers can get a good overview immediately.

"You only have a short time to make a good impression with your resume, so highlighting key areas makes a big difference."

By July, she had a job as a dental receptionist at a new practice in Nelson and she is thrilled with her 20-hour work week. Her two young children are aged 2 ½ and 5, so the part time hours suit her needs perfectly.

"They did a wonderful job of helping me," she said. "My new employer said it was the best resume she had ever seen."



Kootenay Career Development Society (KCDS) is a member of the Association of Service Providers for Employability and Career Training (ASPECT), a province-wide organization dedicated to community-based training. ASPECT's mandate is to promote and strengthen their members' capacity to provide services to people with barriers to employment.