

How to approach applications

- Don't be afraid to apply
- Use your transferable skills if you don't directly fit the job
- Give yourself time to do the application. Don't leave it until the night before like me.
- Ask someone to proof read it. Sometimes other people can identify your skills and qualities better than yourself
- Don't be generic. Add your unique character to the application so they get to read a bit of you.
- If you have gaps in your work dates, be honest and proud tell them what you were doing. Eg caring for family staying at home bringing up children.
- Don't feel ashamed of putting all jobs down including cleaning jobs. Be proud.