

# RESUME RESTORATION

## OUTPLACEMENT & CAREER TRANSITION PROGRAM

### CAREER TRANSITION PROGRAM

Organizations who provide career transition to their exiting employees promote a more positive experience and protect their professional brand. Offering employees with a career transition package is a cost-effective option that helps to mitigate risk, reduce stress, and provide support to exiting employees during a period of change. Our Resume Restoration Career Transition Package provides individualized one-on-one support where we leverage a strong portfolio of resources and expertise to ensure an effective and smooth transition.

### GET IN TOUCH

(403) 921-1500



info@resumerestoration.ca



www.resumerestoration.ca



### ABOUT US

Owned and operated by Clementine Crooks, MA, BA, CPHR, and Erin Wallace, BA, BEd, we are a team of career transition professionals who provide 1:1 support, working virtually with job seekers across Canada to maximize their chance of success. We know the world of recruitment well and our model is one that incorporates a combined skill set of Human Resource and Graphic Design to provide professional, targeted, and impactful applications that reap powerful results.

*91% of our clients indicated that our services increased their chances of getting an interview and/or hired. (2020 Survey conducted by Resume Restoration)*

### 2021 PLAN & PRICING

**8 Hour  
Career Transition Package**  
\$1200.00 +GST

### THE PROCESS

1. Email and provide the name of the exiting employee and the date of their exit. We will invoice your organization for \$1200.00 +GST once the employee makes contact with Resume Restoration (which must be done within 2 weeks of their exit). If no contact is made, your organization will not be invoiced.
2. Share the information below with the employee at the time of their exit.

### COMMUNICATION FOR THE EMPLOYEE

As part of your exit, we are pleased to offer you a Career Transition Package with Resume Restoration. Contact Clementine Crooks at info@resumerestoration.ca within two weeks of your date of exit to initiate this support and to arrange your first meeting. Your Career Transition Program is customized to best meet your specific needs. Services include:

- **Resume writing and professional formatting with custom design choice**
- **ATS compliant resume and guide on how to modify your resume for ATS**
- **Cover Letter review and professional formatting in line with your resume**
- **LinkedIn Profile Optimization including customized banner image**
- **Interview Preparation**
- **Recruiter Review**
- **Psychometric Assessments (Myers Briggs)**

Upon initiating the program, this package includes 8 hours of support for you to utilize over the next 90 days.

**Contact:** www.resumerestoration.ca | info@resumerestoration.ca | 403.921.1500

### RESUME WRITERS OF CHOICE FOR:

Association of Professional Engineers and Geoscientists of Alberta  
Chartered Professionals in Human Resources Alberta  
Canadian Sport Institute of Calgary  
Alberta Association of Professional Paralegals  
Alberta International Medical Graduate Association

