



Rue de Bourg 43
1003 Lausanne
Switzerland
T : +41 21 323 54 36
F : +41 21 320 72 80
info@wessexacademy.ch
wessexacademy.ch

PROFESSIONAL WORKSHOPS

French - English - German

GENERAL INFORMATION

These professional language classes are based on concrete cases and real-life situations, using the most up-to-date teaching resources and material.

Nowadays, it has become essential to learn enough skills to be competitive not only in the job market, but also to climb the ranks in your company.

Getting familiar with and learning the vocabulary specific to companies will **give a new impetus to your career!**

PROGRAMME

Wessex Academy and its trainers apply their expertise to offer theme-based classes with work-related content. Various topics are broached:

- How to write a good CV
- Behaviour to adopt when you do a job interview in a foreign language
- Specific vocabulary to use when you present yourself in a professional, clear and concise manner.
- How to write cover letters without stumbling into the pitfalls, and using the right expressions
- Work-related vocabulary
- Real-life situations, role plays, etc.
- Writing official documents or emails

DATES & TIMES

Dates 10.01.2022 to 28.03.2022 (12 lessons)
Days every Monday
Time 6 to 7.30 pm

TARIFS

CHF 720.- per person