



1-Day Online Course

APPLY WITH ARTIFICIAL INTELLIGENCE

Prompt results in the application process: Use AI for top-tier outcomes. Applying differently.

YOU WORK IN THREE PHASES



BASICS

You get to know AI tools such as ChatGPT, Midjourney, Canva and Microsoft Designer and what they can do.



IMPLEMENTATION

You prompt yourself and create your application documents with the tools shown.



FINALISATION

You get feedback from our professionals and learn how AI is used in recruiting.

RESULT

An understanding of the tools, an idea for your own application and first implementations.

OUR GOAL

You know the common AI tools, know how to prompt, and have what it takes for an outstanding application.

DURATION AND EXECUTION

Duration: 2 x half-day workshop from 9:00 to 11:30 a.m. In the afternoon, participants take time to put the learning content into practice.

Execution: Online via Zoom. In-person sessions available by arrangement.

IDEAL FOR JOB SEEKERS AND PEOPLE IN A CAREER TRANSITION, AND FOR SPECIALISTS AND MANAGERS WHO WANT TO ENGAGE WITH ARTIFICIAL INTELLIGENCE.

REQUIREMENTS

- Completion of apprenticeship or degree
- German language skills B2
- average to good knowledge of graphic and computer programs
- Computer with webcam and internet access

COSTS

CHF 1460.– in one-to-one coaching; as a group course from 7 participants CHF 690.– per person

COURSE FORMAT

3 to 12 participants

REGISTRATION

Registration online only at: ba-database.ch/kursanmeldung

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FURTHER INFOS

COURSE DESCRIPTION

Artificial intelligence (AI) won't automatically replace every job. But the chances are high that someone who knows how to use AI in their workflow will take your place in the future. So you need to know about AI. No matter where you are in your career. Many tools we've been using for years already run on AI. New applications are added every day. In this course, you'll learn how to use AI and web tools to create a standout application. We'll show you real applications, tricks, and examples. You'll build your application documents and get feedback from our professionals.

We'll also show you how AI is already being used in the recruitment process. You'll get tips to outsmart the machines (Applicant Tracking Systems) — so your application doesn't end up on the rejection pile in the very first round.

TARGET GROUP

- Job seekers and people in the process of reorientation
- People who want to engage with the topic of AI
- Specialists and executives, regardless of industry and age, with sufficient computer skills
- Motivated, creative people with a willingness for self-reflection
- People drawn to creative processes
- Medium to highly qualified

LEARNING OBJECTIVES

Understanding how to apply AI in the application process
Getting to know AI tools and their functionalities
Understanding how to "prompt" to get the desired result
Learning what makes a great application dossier
Gain an understanding of what tools are available and how to use them

METHOD

Learning and Doing. The workshops explain how to use AI in the application process. Tools that are free or low-cost are shown.

RESULT

Understanding the Mechanisms of Digital Content
Idea for your own application
Knowledge of tools and techniques
first implementations

REQUIREMENTS

- Completion of apprenticeship or degree
- German language skills B2
- average to good knowledge of graphic and computer programs
- Computer with webcam and internet access
- Digitally savvy with Zoom and online workshops

CERTIFICATE

You will receive a course confirmation

DURATION AND EXECUTION

Duration: 2 x half-day workshop from 9:00 to 11:30 a.m. In the afternoon, participants take time to put the learning content into practice.

Execution: Online via Zoom. In-person sessions available by arrangement.

NUMBER OF PARTICIPANTS

3 to 12 participants

DATES AND REGISTRATION

A course takes place from 7 participants onwards. As soon as we have enough participants, course dates will be suggested.

COURSE COSTS

CHF 1460.– for individual coaching. As a group course, the course can be offered from 7 participants for CHF 690.–.

Prices subject to change.

For registered job seekers, costs can be covered by the unemployment fund after consultation with the RAV office. The job seeker can apply for the individual course request together with the RAV advisors. For more information, get in touch with us or your recruitment consultant.

Execution and billing via Pitchworks GmbH (Partner of the bewerbeagentur)

PROVIDER

bewerbeagentur

www.bewerbeagentur.ch

info@bewerbeagentur.ch

+41 43 431 40 10 (Mon – Tue, 09:00 – 13:00)

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