

# TOP 5 JOBSEEKER

TRENDS YOU SHOULD BE AWARE OF

COVER LETTER



SOFT SKILL



JOB

INTERVIEW



RESUME



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## **TOP 5 JOB ROLES IN INCREASING DEMAND**

It is critical to be aware of current job market trends if you're planning your career path and want to develop the abilities that companies demand.

## **TOP 5 SKILLS IN DEMAND IN 2021 & BEYOND**

As the world of work has evolved into a more technological, businesses are searching for employees that can easily fit into this new work model

## **TOP 5 MOST IMPORTANT TRAITS FOR CANDIDATES**

Employers aren't just looking for the perfect resume, they're looking at the person behind the page who will be the perfect fit for the role and the team.

## **TOP 5 INTERVIEW TYPES YOU CANDIDATE KNOW**

You will definitely want to inquire what type of job interview you will be going on beforehand so you can best prepare for it.

## **TOP 5 TIPS FOR A SUCCESSFUL JOB INTERVIEW**

A successful interview depends on various factors, from what steps you take to prepare and how you conduct yourself in the meeting.

## **TOP 5 RESUME WRITING TIPS TO STAND OUT**

You must know how to write a stands out a resume to ensure that you are the first applicant a company considers to fill an opening.

## **TOP 5 FOR COVER LETTERS TIPS TO GRAB ATTENTION**

Your cover letter is your introduction to a prospective employer and an opportunity to make a great first impression.

## **5 TIPS FOR FINISHING TOUCHES ON YOUR COVER LETTER**

For some reason, cover letters can be some of the most confounding things we ever have to write. They are our potential entrée into a company, and they must be perfect to be effective.

# NEW NORMAL, NEW MOMENTUM

## TOP 5 JOB ROLES IN INCREASING DEMAND



Data Analysts & Scientists



AI & Machine Learning Specialists



Big Data Specialists



Digital Marketing & Strategy Specialists



Process Automation Specialists

## TOP 5 SKILLS IN DEMAND IN 2021 & BEYOND



Creativity, originality & initiative



Complex problem-solving



Active learning & learning strategies



Emotional intelligence



Analytical thinking & innovation

It is critical to be aware of current job market trends if you're planning your career path and want to develop the abilities that companies demand.

These in-demand jobs are expected to increase the fastest over the next five years.

The business landscape has completely transformed in the last year. The skills that companies now require are quite different from what they looked for a few months ago.

Now, as the world of work has evolved into a more technological- and online-centric enterprise, businesses are searching for employees that can easily fit into this new work model.

## TOP 5 MOST IMPORTANT TRAITS FOR CANDIDATES



Teamwork



Willingness to learn



Communication



Self-motivation



Culture fit

## TOP 5 INTERVIEW TYPES YOU CANDIDATE KNOW



Traditional one on one job interview



Panel Interview



Behavioral Interview



Group phone



Phone Interview

Employers aren't just looking for the perfect resume, they're looking at the person behind the page.

The one who will be the perfect fit for the role and the team, and to do that, they consider a complex mix of traits and qualities that combine to create the best candidate for the job.

Before you go on your interview, you should realize there are several common types of job interviews.

You have to inquire what type of job interview you will be going on beforehand so you prepare for it.

Don't be afraid to ask your recruiter what type of job interview will be conducted, as it serves both of you and the interviewer to know.

## TOP 5 TIPS FOR A SUCCESSFUL JOB INTERVIEW



Be punctual at your interview



Do your research on the company



Don't forget nonverbal communication



Be polite with everyone



Prepared your interview

## TOP 5 RESUME WRITING TIPS TO STAND OUT



Highlight your achievements



Customize your résumé



Consider adding a summary



Make your contact information easy to find



Make your résumé robot-friendly

A successful interview depends on various factors, from what steps you take to prepare to how you conduct yourself in the meeting.






Regardless of the type of interview you're expecting, you can follow some general guidelines that will help improve your chances of impressing a potential employer.

A resume is your first impression on the hiring manager, and you need it to be excellent. As the saying goes, "You only get one chance to make a good first impression."






Therefore, you must know how to write a stands out a resume to ensure that you are the first applicant a company considers to fill an opening.



## TOP 5 FOR COVER LETTERS TIPS TO GRAB ATTENTION

-  Describe a pain point
-  Don't regurgitate your resume
-  The tone should match the company
-  Everything should relate to the job description
-  Make your opening line memorable

## 5 TIPS FOR FINISHING TOUCHES ON YOUR COVER LETTER

-  Research whom to address your letter to
-  Be smart with hyperlinks
-  Delete extra images, clipart, and emoticons
-  Keep it short
-  Keep your font professional

Your cover letter is your introduction to a prospective employer. It is also an opportunity to make a great first impression and to showcase why you'd make a great hire. So don't squander it.

When you write a cover letter for a job application, the minor details can make a significant difference. The closer your letter comes to being perfect, the higher your chances of impressing the hiring manager are.

Most of us have written many cover letters. We should be pretty good to make the cover letter stand out.

But for some reason, cover letters can be some of the most confounding things we ever have to write. They are our potential entrée into a company, and they must be perfect to be effective.