Job Search Tips

Network, Network, Network

1. Stay in contact with those in your network
2. Check out Eventbrite for virtual networking events
3. Join LinkedIn and Facebook groups related to your career/skills
4. Actively participate in your college alumni association

Have A Plan

Make a list of companies that are hiring, then plan for each step of the job search and interview process.

Proofread Your Resume

Most employers instantly reject candidates for resume grammar or spelling mistakes. Have someone else proofread it as well, if possible.

Put Forth Your Uniqueness

Think about the job search from the employer's point of view and identify your unique skills and talents in your resume. Tailor your resume to each job that you are applying to.

Grab Opportunities

Never turn an interview offer down.

Think About An Internship

Many times internships can lead to full-time employment. Even if it doesn't, at least your gain experience and networking contacts.

Temporary Job

Taking a temporary job allows you to earn some money and shows a potential full-time employer that you are a dedicated and want to work.

Be Active Daily

1. Evaluate 5 job postings and apply to at least 1
2. Research and request 1 informational interview
3. Connect with one recruiter
4. Add at least one new person to your network

Clean Up Your Social Media

1. Make your accounts private
2. Hide or delete inappropriate posts/pictures/videos
3. Edit your handles or URLs
4. Google yourself and address anything questionable

Take a class/Get A Certification

- Coursera
- MOOC
- EdX
- Udemy
- Microsoft tutorials
- Codeacademy
- Harvard, Stanford, UC Berkley

www.Resume-InterviewSuccess.com