

Getting a Job Search Started

On average, it takes three to six months to find a job. The sooner you get started, the sooner you are likely to be employed. Use the following tips to get your job search off on the right foot.

CareerOneStop, a Web site sponsored by the U.S. Department of Labor, Employment and Training Administration, recommends that you start by conducting a self-assessment. It will help you explore your skills, interests, and abilities to identify a satisfying and rewarding career.

Once you know what you are looking for, make use of all available resources. Start by networking, which means sharing information about yourself and your career goals with everyone you meet. The Bureau of Labor Statistics reports that many jobs are never advertised, and are filled because someone knows someone who is right for the position.

You should make the most of online resources, as well. Use company Web sites to research the business and to look for job postings. Use government Web sites to identify employment trends, such as the industries that are hiring and the parts of the country that are expanding economically. Social networking sites can also be useful in a job search. Some, such as LinkedIn, are designed to help people connect with others in the same field or line of work.

A counselor at a career center or employment agency can help you match job openings to your skills. Be sure to ask if there is a fee before you seek assistance. Scour classified ads in publications and online. Although it is difficult to actually land a job through a want ad, they can help you identify companies that are hiring and to learn about the skills required for the job you want.

Remember, a successful job search takes time and effort. For more information contact Firstname Lastname at Vocation Opportunities, Inc.