

FOUR WAYS TO IMPROVE YOUR JOB SEARCH



When you begin looking for a job, the same basic steps are followed. You review and update your resume, [submit it to online job sites](#), browse ads and apply for jobs that are suited to your qualifications. While job searching seems simple, there is actually a lot more involved that can help you improve the success rate of being hired. The following four tips help you take your job search to the next level so you can get the job you want. **Think Before You Apply** Instead of jumping right into the application process or emailing your resume to an interesting job, think about the job itself and exactly what you want to say in your cover letter. By taking a pause, it helps you to collect your thoughts instead of jumping in head first. Not only does this help you create a professional and mature response in the application or email, but you may decide this isn't actually the job for you, and you are simply applying because of lack of other options. If there are other possibilities, think twice before applying. **Get Support** You also need a good, solid support system for finding a great job. Looking for a new job is draining, both emotionally and physically. It takes a lot of time and energy, and you are bound to go through frustrating, stressful and emotional situations from waiting to hear back to going in for your interview. Find friends, family and recent colleagues who can provide you professional and emotional support while you are looking for a job. **Get the Inside Track** If you can learn about jobs before they are posted publicly, you are one giant step ahead of everyone else also looking for the same type of job. **Start networking yourself** and communicating with recruiters or hiring managers that would be willing to let you know about an available job they heard about before they post the job for others to see. This helps with the problem of competing against hundreds of other people also trying to get the same job. **Look Outside Your Network** While networking is a great place to start, you don't need to limit yourself to this. Also look outside your personal or professional network, speaking to those you might not necessarily talk to on a regular basis, but who can help you connect with relevant job postings. Getting out of your comfort zone might be the push you need to get your dream job. Throughout your job search, you will have ups and downs, but by following these tips, you are already ahead of the curve. Where can you find the most jobs? [Click here](#).