

JOB SEARCH

USING THE INTERNET:

The following Websites post job openings and in some cases allow you to post your resume for businesses to see:

1. monster.com
2. hotjobs.com
3. headhunters.net
4. craigslist.org
5. dice.com
6. jobsonline.com
7. flipdog.com
8. vault.com
9. net-temps.com
10. careerbuilders.com
11. caljobs.ca.gov (California Employment Development Department)

Note: Be careful if posting your resume on a Website. Do not put your home phone number or home address. Ask potential employers to e-mail you or use an address such as a P.O. Box.

TRADITIONAL METHODS OF LOCATING JOB OPENINGS:

1. Register with the State Employment Development Department local office. It's free!
2. Register with a privately owned Employment Agency or Temporary Employment Agency. Ask about fees?
3. Check the employment section of the "Want Adds" in the local news paper.
4. Network. Ask friends, family, neighbors, and current/past employers of job contacts.
5. Use a direct mail approach. Mail your resume and cover letter to potential employers.
6. Use direct contact. Phone or visit in person company of interest to you and ask about openings. If applications are not given ask if you can send or deliver your resume.
7. Follow-up all contacts with a phone call or revisit in person within a few days to express continued interest in working for them.