

Job Search

- 📁 Job Search Overview
 - Steps to a Successful Job Search
- 📁 Step 1 - Choose an Occupation
 - Ways to Choose an Occupation
 - Identify Your Skills
- 📁 Step 2 - Develop a Plan
- 📁 Step 3 - Collect Information
 - Collect Important Information
 - Job Application Information Form
 - Develop a Career Portfolio
 - Tips for Completing Applications
- 📁 Step 4 - Organize Your Job Search
 - Tips for Staying Organized
- 📁 Step 5 - Locate Job Leads
 - Identify Your Job Market
 - Networks and Other Job Source Leads
 - Search for Job Leads on the Internet
- 📁 Step 6 - Check out Employers
 - Investigate Potential Employers
 - Informational Interviews
 - Write a Letter of Introduction
 - Make Job Fairs Work for You
- 📁 Step 7 - Create Resumes & Cover Letters
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 - Write a Cover Letter for Your Resume
 - Tips for an Effective and Attractive Resume
 - Accomplishment Resume
 - Chronological Resume
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 - Functional or Skills Resume
 - Professional Resume
 - Combination Resume
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- 📁 Step 8 - Prepare and Practice Interviews
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 - Sample Interview Questions
 - Tips for a Successful Interview
 - What Employers Look for in a Job Applicant
 - Job Offers
- 📁 Step 9 - Follow Up
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- 📁 Step 10 - Stay Positive
- 📁 Print and Community Resources
 - Tips for Special Groups
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 - Work-Related Family Issues
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- 📁 International Employment
- 📁 Leaving Your Job Gracefully
- 📁 Job Relocation

