

Job Search



AT A GLANCE...

- Apply to multiple positions at the same time to increase your chances of being hired
 - Set goals about job applications (how many places you'll apply weekly, monthly, etc.)
 - Network and look for opportunities to meet people in your desired field of interest
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JOB MARKETS

Job searching can be overwhelming and tedious. Trying to approach it without a strategy can make things even more difficult: job searches can be easier if you **invest enough time** and use multiple sources.

The Published Job Market

Start your job search online: BYU Handshake, BYU Career Shift, indeed.com, LinkedIn, or simplyhired.com have quality internships and entry-level positions available, and they make it easy to apply for multiple positions at a time.

By applying to multiple positions at a time, you **increase** your chances of getting a call-back from at least one of them.

If you already have your degree or are close to getting it, job searching is now your full-time job. **Set daily, weekly, and even monthly goals** regarding how many jobs you will apply to, and stick to them.

Following up and making connections are key to getting noticed. You are not done with an application when it is sent in: this is the time to start putting the unpublished job market in your search.

The Unpublished Job Market

The unpublished job market is where your social and networking skills come into play. In the unpublished job market, people find jobs through **word of mouth** or **referrals** from friends, family, or coworkers.

How to Succeed in the Unpublished Job Market

1. Developing and maintaining relationships is key to finding those unpublished job gems.

Take time to get to know people in and around your social circle, like at church or school to keep routes of communication open. Taking advantage of these resources, along with tools like the BYU Connect program, can **create professional relationships** that might be able to lead you to a good job.

2. Don't be afraid to let people know you're in the middle of job searching, and be prepared to offer details about your job search details, like desired industry, position, company, and geography. You don't have to have too many specificities in mind, but people are in a better position to help you if they know what type of opportunity you're looking for. Learn how to

talk about your strong points and what you have to offer, and be prepared to share these with your social circles and networks as you ask them if they are aware of any opportunities available.

3. Research your industry of interest. Good starting points could be **joining a professional association, attending events, volunteering** at an organization, or **reading publications** associated with your industry of choice. Doing this could help you build your professional network and be in the loop regarding potential job openings before they're even posted.

4. Be **open to opportunity**. By balancing out what types of opportunities are worth your time and will move you forward in your career between those that might slow you down will help you in the job search process. Being open to and searching for these opportunities will help you **keep moving forward** and develop the skills needed to excel in your field.