

Jobseeking

Jobseeking takes lots of time and energy. Don't be disheartened if you're rejected. Statistically, people apply for many jobs and are interviewed many times before they find the job they want. Use interviews as learning experiences and always ask for feedback.

There are an increasing number of websites that let you search for job vacancies by **job type**, **keyword** or **location**. Some of these sites general, and some specialise in particular types of jobs. Many allow you to subscribe to email alerts and updates. Some also have articles and **advice** on getting a job. Make sure you let your **friends** and **family** know you are looking for a job as they may have contacts or information to help you.

You can search for jobs in:

- **magazines** or **journals** aimed at employers and workers in your field - sometimes these are electronic
- company **websites**
- your local **library**
- your local **Jobcentre Plus**

Be organised and keep a record of the jobs you've applied for. Spend time thinking about the skills you've gained in your education, personal life and any jobs you've had in the past (it's useful to make a note of these to include in your job applications). Finally, make sure you **proofread** your application or ask someone to **check** it, as it's important not to make mistakes.



The **Jobcentre Plus** website can help you in your search for work:

www.direct.gov.uk/en/Employment/Jobseekers/LookingForWork/DG_10030134