Article Side

The Steps needed to be taken to get the Dream Job by Mark Bennett

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If you are looking for your first job, switching careers, trying to re-enter the job market after a long absence; what you need to realize is that finding a job can be tedious. Even though it is tedious, there are two main tasks that you need to do. They are understanding yourself and understanding the job market.

The following are some of the steps that you need to do to find a new job, including where to look for jobs, the top job sites, how to ace the interviewer and the list goes on and on. For this you need to have a high speed internet connection like Xfinity Internet. Let us look into some of them

Job Search

Searching for the required job involves in using the search engines to find jobs with the keywords that match your interest and the location where you want to work. Besides that, narrowing your search criteria will help you to focus more on the job search and in result will give you more relevant job listing to review and less non-relevant job listing to weed out.

Brand and Name Building

The next step after searching for the require job is to create profiles on Linkedin, Facebook and other social networking websites. Especially a strong brand will portray you in professional light which in return will provide recruiters, employers, and contacts with a strong positive impression of you as the right candidate. Essentially why it is important is because a strong positive high-caliber individual will always be an asset to the organization.

Job Search Tools

Nowadays, there are a variety of gadgets, widgets, and tools that can help you to expedite your job search and manage your career. You can use them to organize your job search and save valuable time in searching for a job. In addition to the standard job tools, you need to conduct a lot of professional job search like a professional email address and voicemail. Besides that there are new tools and innovative features on the existing resources that will help you to expedite your job search.

List of Companies

Next, create a list of companies that you would like to work for. It would be good if you do an extensive research about the company and create a list of companies to target the job search. One thing that you don't need to worry is that all the information that you need is available on the web and it is easy to find detailed information about potential employers online.

Good Resume and Cover Letter

An important thing that you need to do is to create and take time to write targetable resumes and cover letters. They have to be specifically linked to your qualification, career and matches the hiring criteria of the job you are applying for. By doing so the HR and the hiring manager will be able to see at a glance why and how you are qualified for the job. In this case, you will have a better chance for being called for the interview.

If in case your resume and cover letter are not perfect (which happens most of the time) they are

most likely going to end into the rejected pile. Here perfect means perfect; in a sense there should not be any typing or grammatical errors.

Ace the interview

Try to research about the company before you go for the interview. Also dress appropriately, practice answering and asking interview questions and make a contrived effort to impress the interviewer with your skills, experience, confidence and expertise.

To conclude, there could be times, when you would be rejected. But it doesnâ€™t mean that it is the end of the road. Try to think back on why you were rejected and check for the solutions to improve. It will boost your interest and instigate you to attend the next interview with more vigor.

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Mark Bennett - About Author:
Being a freelance writer and active blogger, Mark likes to share his thoughts with the rest of the world and to sources out some great services that of a Xfinity Internet. He feels that choosing the right job can sometimes be tough unless you have a clear set of goals and plans.

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