

Search Tips

Looking for a new job can become a job in itself. However, if you plan your search correctly, you could be on your way to a great new career sooner than you think.

Here's our advice on the key things to need to do to make your job hunt a resounding success.

1. Look for hidden vacancies

Instead of advertising their available jobs, employers often look to fill vacancies by word-of-mouth, headhunting or simply by recruiting internally. Knowing how to get yourself in contention for these roles could give you a major boost when it comes to finding your next role.

2. Get employers to come to you

Getting headhunted is no longer the preserve of employees in senior management. When you post your CV online you are immediately putting your details within reach of thousands of employees, which may save you the trouble of searching through job adverts.

3. Target the right companies

Do you want to be a big fish in a small pond or would you rather have the safety of a large organisation with job security and a clear career path? Knowing what you want allows you to narrow down your search and spend more time on applying for the roles you really want.

4. Build a network

Networking is getting to know people who can help you develop your career prospects. You don't need to be a big shot or the most outgoing person in the world to network effectively, just keep your ears open and listen for information that could work to your advantage.

5. Keep your spirits up

As time passes, the rejections mount up and the budgets get tighter, it's easy to become disheartened. However, this is exactly the time when you need to dust yourself off and put in more hard work than ever. One of the main attributes of a successful job seeker is persistence.

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

<http://www.jobsearch.co.uk/>

<http://www.jobsite.co.uk/>