

HOW DO YOU FIND A JOB?

The key to a successful job search is to send massive amounts of resumes to everyone that might be interested in you. It's a numbers game. Re-send the same or modified resume to the same people every 5-6 weeks. Companies that send you a nice card saying "thanks," will usually keep it on file and call you if an opening comes up. However, most do not have the means to recall your resume when needed. They have good intentions, but cannot physically find your resume or even remember that you sent one. Hence, knowing that, re-send, re-send, and re-send. If it arrives at the right moment, you will get a call.

Frequently modify your resume to give it a different look. Experiment with new formats. You never know what will work.

As for headhunters like myself, we work on things we can close. I concentrate on searches for companies willing to pay me money to find them a suitable candidate. I generally don't farm "resumes" around, unless I have a client who needs someone with a particular ability. We get about 25 resumes each day, and keep on file the ones we might use in the future.

The best way to get attention for yourself, is to develop a really snappy one- or two-page resume. Then flood the market. Call everyone, and send-out, send-out, send-out. Hard work, 8-10 hours per day, will really pay off. USE THE INTERNET. My favorite search engines are Headhunter.net; Careermosaic.com; Recruitersonline.com; DICE.com; Jobengine.com. Go to the bookstore and get others. New search engines are always being developed. WITHOUT A COMPUTER, PRINTER, E-MAIL CAPABILITY, and THE WEB/INTERNET, JOB SEARCHING IS DIFFICULT.

Good luck.

Dick Williams

