



CVCC Job Seekers

Suggested Resources for On-Line Job Searching:

- www.indeed.com
- www.careerboard.com
- www.monster.com
- www.smuz.com
- www.hotjobs.com
- www.ohiomeansjobs.com
- www.cleveland.com
- Google the company you want to apply to and check out their open careers section

Recommended by about.com:

- **SimplyHired.com**
Searches thousands of job boards, classifieds, and company sites. Advanced search options include type of job, type of company, keyword, location and the date the job was posted.
- **LinkUp.com**
A job search engine that searches jobs on company sites. The job postings are from small, mid-sized, and large company career sections, and are updated whenever the company web site is updated.
- **Jobster**
Search for jobs posted by location (city, state, zip), keyword, vicinity, and best match. Advanced search options include state, city, radius from a city, date posted, and multiple keywords or a phrase.
- **JustPosted.com**
Searches the web for postings. Job seekers can search by position title, city and state. Matching job leads are returned instantly via browser or email.
- **RiseSmart**
A job site that offers a Concierge service (for a fee) for job seekers who are looking for positions in the 100k+ salary range.

Become an active user of LinkedIn.com.

LinkedIn has become the most popular and valuable professional social network, but it won't work unless you work it. First, set up a complete profile including key words a recruiter or business owner might use to find someone like you. Join professional networking groups on LinkedIn to build your connections and become part of conversations about industry news. Demonstrate your knowledge in the "Answers" section of the site to make even more connections and display your talent. Scour other people's profiles to look for companies you may want to apply to, job titles or professions you didn't know about, professional organizations where you might network and people with similar interests who might be willing to offer you some job search advice.