

## Top Ten Job Search Tips

### 1. Start Early

The average job search takes six months, so start now.

### 2. Network

Around 70% of jobs are found via networking. You can never know too many people! Not sure how to network? Check out our **Networking: 12 Basic Tips** video (or handout) to get started!

### 3. Job Fairs

Connecting with recruiters at job fairs can increase your chances of getting an interview, if you make a good impression. It's also a great chance to learn about the companies you're considering.

### 4. Simplify Your Search

Use conglomerate search sites like Indeed.com that gather job postings from all over the web, and College Central Network (CCN), our Drury system for job postings. Many of these positions are being offered by Drury alumni or employers who have employed Drury students before; they know what a great employee they're getting!

### 5. Intern

Get the hands-on experience in your field that will set you apart from other fresh college grads.

### 6. Polish, Polish, Polish

Make sure your résumé and cover letter are as polished as it's possible to be. Use several proof readers, and don't forget to consult Career Planning & Development resources to make sure you're showing yourself at your best!

### 7. Dress to Impress

Even when a career fair or other potential meeting may seem informal, dress professionally to show employers you take their time, and yours, seriously.

### 8. Join LinkedIn

It's a great way to maintain your network as you build it, plus a chance to get your résumé out on the internet.

### 9. Check Yourself Out

Check on your digital presence using our **Digital Dirt Worksheet**.

### 10. Follow Up

This is the final key, and one many job seekers skip. Follow up on new connections, promising job fair contacts, and especially on your applications. If it looks like you forgot about them, they're likely to forget about you.