STILL HAVEN'T FOUND A JOB? 10 QUESTIONS TO CONSIDER…

1. **Are you limiting your job search?**
   Don’t rely solely on newspaper ads or internet sources. You will have greater success if you use a multitude of sources.

2. **Are you targeting employers most suitable for your skills?**
   Research companies within your field and develop a list of companies to target. Once you have researched the companies and available positions, apply and then follow-up after the closing date.

3. **Do you follow-up after sending out your resume?**
   Don’t just send your resume and cover letters and hope for the best. Make a follow-up call or send an email to see if you can schedule an interview. Remember: The squeaky wheel gets the oil!

4. **Are you getting an interview?**
   Are you following up but still not landing an interview? Maybe your resume and cover letter need some fine tuning. Career & Professional Development Center is there to help. Services are free and available to both students and alumni.

5. **How are your interview skills?**
   If you’re getting the interview but not the job maybe you should improve your techniques. Schedule a mock interview at Career & Professional Development Center and have a career counseling professional review your performance and make valuable suggestions. You have the option to have the interview videotaped so you can see for yourself exactly how you appear to potential employers.

6. **Do you send thank-you notes after the interview?**
   This is one common courtesy that should not be overlooked. Although it is not a rule to send thank-you notes, if it becomes a matter of equally qualified candidates, the tie breaker may be the person who went the extra step and thanked the employer for his/her time.

7. **Do you follow up again after the interview and thank-you notes?**
   So you got the interview, sent the thank-you note and now you’re waiting and waiting and waiting. Now what? If it’s past the time when the employer said they would have a decision, call. Be polite, but also persistent. Following up, shows your genuine interest in the position.

8. **Are you networking?**
   Don’t be passive in your attempts to get a great job. Tell everyone you come into contact with what specific job you are looking for. Always have your resume available and give it to everyone you can.

9. **Are you spending enough time job-hunting?**
   It’s difficult to balance school and/or work when you are job hunting. Try to put as much time into it as possible. Keep a checklist of all the employers you are interested in and keep track of your progress with each of them. Establish a timeline and be sure to follow-up with each step.

10. **Have you asked anyone what you are doing wrong?**
    If you have been rejected, chances are you won’t get a straight answer if you ask what went wrong. However, if you express that you are still interested in the company, they may reconsider you if the person they did hire doesn’t work out. Everyone gets rejected; remember to stay optimistic.