

10 STEPS TO LANDING A GREAT JOB - FASTER!!

If you've been job hunting and getting no results, the problem isn't you, it's your strategy. Each of the steps below is proven to get results!

- Who Are You and What Do You Want to Do?** Make a comprehensive list of your skills and personal traits, and identify job titles of interest to you. Focus = Success.
- Make a Target Employer List.** Identify 30 -50 employers that hire in your field. Capture the career page URL for each one in a spreadsheet. Check it 3X a week.
- Make Connections at Target Employers.** Use LinkedIn to find people in similar roles. Reach out and ask for a conversation (NOT a job). See [this video](#) for how.
- Tailor Your Resume for Every Job.** Read the job posting and adjust your resume using the same language.
- Be An Early Applicant.** Applying on the company career page within the 1st 96 hours that a job is posted and you'll be 8X more likely to land an interview!
- Get Fluent in Your Own Stories.** Identify 5-7 high point stories that demonstrate your skills in action.
- Prepare for the Question "Tell Me About Yourself."** Tailor your answer to this question to each employer. Video yourself until it doesn't hurt!
- Put Your Answers to Common Questions in a STAR Format.** You can find common questions for nearly every role on Glassdoor, or with a Google search. Take your high point stories and adapt them in a STAR format.
- Research the Company Before the Interview.** Pour over the website, read the annual report, do a Google News search, talk to people who've worked there. Be prepared to tell them WHY you want to work there and be specific.
- Be Prepared with Questions for Them!** These should help them see YOU in the role. Don't ask questions you could Google. Get personal - e.g., "What are the most important traits of people who are successful in this role?"
- PUTTING IT TOGETHER:** You can't get a job without an interview. People who get interviews know themselves, tailor their resume, make connections, and apply within the first 96 hours a job is posted!