



WORK AND LEARN

How to hunt for the right job?

A job is an important part of life, finding the right kind of job will help you in building your career. A career should flourish your knowledge, while shining your strengths and developing your skills. Fortunately, evolution of internet technology has made it very effective and speedy to get the information about various job roles in the open market. There are various ways to get information about jobs and career:

1. Recruitment Agencies – these are a good source of information about job openings in various fields, however there are some things which should be analysed before registering with any recruitment agency. Always look for the agency's reputation, market credibility and core values before you send your CV to them and get registered with them. A good agency often provide an impartial, and straight forward advice, helps you to identify your strengths and key skills; and does not make false promises.
2. Internet – no doubt, Internet is a vital source to find information about various job sectors. There are number of websites and job boards where you can find information and guidance, depending of the sectors you are interested in. Job Boards are very effective way to discover what the companies are looking for various positions. They also provide information about other areas *i.e.* salary, location, job related courses etc.
3. Professional Networking – this is another effective source of finding a right job. Previous researches show that more than 10% of the company jobs are filled up by professional and social networking. There are various groups, societies and website you can join to get connected with the people of similar career interests.
4. Newspaper - it is highly recommended to familiarise yourself with those newspapers and publications that cater specifically for your profession. There are certain days for every sectors job board so it's helpful to find out on which days those vacancies are advertised in various publications.
5. Upgrade your skills – businesses are changing rapidly and so are the skill-sets needed to run them. It is very important to keep your skills and knowledge updated to the various new developments, tools and skills required in the industry.