Job Search Resources

• Before you start your job search, you will need to know your job title(s) and complete research into your occupation. Some great places to start would be:
  o OOH (www.bls.gov/ooh)
  o O*NET (www.onetonline.org)
  o Career One Stop (www.careeronestop.org)

• Once you have discovered the proper job title(s), you can use online job databases to see the types of opportunities available in your preferred job search area. Some helpful online job databases are:

  For SIUE Students ONLY
  o SIUE Cougar Jobline (https://siue.12twenty.com/) Login with your e-id and password

  For General Job Searches
  o Indeed (www.indeed.com)
  o LinkedIn (www.linkedin.com)
  o Ziprecruiter (www.ziprecruiter.com)

• For Non-Profit Job Searches
  o The Rome Group (www.theromegroup.com)
  o Idealist (www.idealist.org)

  For State & Federal Job Searches
  o State of Illinois Employment (work.illinois.gov)
  o USA Jobs (www.usajobs.gov)

• After you have located a position that interests you, read through the position description and identify keywords/qualifications that are important to the employer. Using those keywords and qualifications, you will TAILOR your resume and cover letter to the position AND the company. This will more than likely result in creating multiple resumes and NOT having a general resume to just “hand out”.

• Most importantly... KNOW YOUR WORTH... Research the national and regional salaries for your position of interest and how your specific skills will be of value to the employer. You can start your research into salaries on the following websites:
  o www.salary.com
  o www.glassdoor.com
  o www.careeronestop.org
  o www.bls.gov/ooh

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