

- **1. Visit Your Local** <u>America's Job Center of California SM</u>. Get one-on-one assistance with all your job search activities, including job referrals and interviewing techniques.
- 2. Register on <u>CalJOBSSM</u>. CalJOBSSM has the largest pool of job postings in California.
- 3. Write Your <u>Résumé</u> Like a Pro! Make your résumé job specific with the résumé builder in CalJOBSSM.
- **4.** Attend <u>Job Fairs</u> to Meet Lots of Employers in One Location. Make your time count by meeting employers at a job fair. Many offer interviews on the spot!
- 5. Sign Up for Job Alerts and Manage Your Job Search Using the CalJOBSSM Mobile App. Let CalJOBSSM do the searching! We'll let you know when a position becomes available near you. You can download the CalJOBSSM mobile app in the Apple iTunes or Google Play stores.
- **6. Follow EDD on <u>Facebook</u> and <u>Twitter.</u>** Get the latest news on what job search workshops, job fairs, and hiring events are coming!
- 7. Check Your <u>Local Area Profile</u> to Help Direct Your Job Search. What industries are big where you live? Knowing the answer can help you expand your possibilities.
- **8.** Match Your Skills to the Right Job in Your Area by <u>Occupation</u>. Perform a self-assessment and build on what you already know to get an edge over the competition.
- **9. If You are Under 18, Get a** <u>Work Permit</u>. California law requires minors to have a work permit before they can be hired. Ask your school about getting one.
- **10. Volunteer to Improve Your Résumé.** Learn more about others and your community while creating a history of experience for yourself by volunteering with a local charity or non-profit organization.





