

# KICK START YOUR JOB SEARCH

5/12/10

## Conduct a Successful Job Search

### *Attend Workshops*

Computer Basics

Resume Powerpoint

Resume Review/Lab

Emailing

Resumes/Cover Letters  
& Navigating On-line  
Applications

Networking Know How

LinkedIn

Interviewing

Mock Interviewing

Age is an Advantage

(see [calendar](#))\*

[http://www.wctc.edu/career  
services/calendar](http://www.wctc.edu/career_services/calendar)

## Considering a Career Transition

### Identify Your Interests and Strengths

WisCareers  
Career  
Assessment\*

- Interest Profiler
- Workplace Skills
- Work Values

### Transferable Skills

\* [Life Work Planning](#)  
\* [wiscareers.wisc.edu](http://wiscareers.wisc.edu)

## Research Careers

(*Careerinfonet\** or  
*Onet\**)

Occupational  
description

Employment outlook

Salary ranges  
*Worknet\**

Education Path  
Training requirements

Job Openings

Research  
Area Employers:  
*Reference USA*

Informational  
interview

\* [www.careerinfonet.com](http://www.careerinfonet.com)  
\* [online.onetcenter.org](http://online.onetcenter.org)  
\* [www.worknet.wisconsin.gov](http://www.worknet.wisconsin.gov)  
\* [referenceusa.com](http://referenceusa.com)

## Update your skills through training

*Explore WCTC's website  
for program and course  
offerings*

[www.wctc.edu](http://www.wctc.edu)

Technical Certificates

## Develop an Action Plan

Schedule an  
appointment with a  
Career Consultant

**EMPLOYMENT**