

# THE EFFECTIVE JOB SEARCH

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# Department of Computer Science

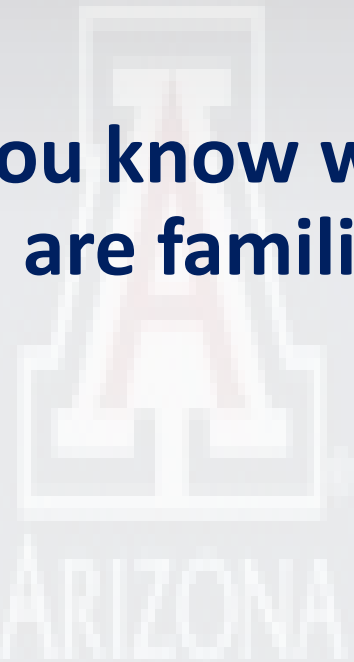
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# Finding a Job IS a Full-time Job: Good Preparation is the Key to Success

**You know what type(s) of positions are of interest to you and are familiar with possible job titles and responsibilities of those positions**



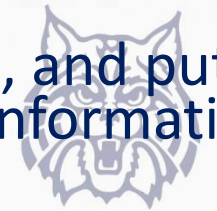
COLLEGE OF SCIENCE  
Department of Computer Science



# Finding a Job IS a Full-time Job: Good Preparation is the Key to Success

## **You have strong credentials**

- ✓ Your resumé looks great, reads easily, and is tailored to each employer so you can convey all you have to offer to that employer
- ✓ Your cover letters are well written, error free, and focused on what you can do as well as the fit between your skills and the company's needs
- ✓ You've practiced your interviewing skills, know how to handle standard and behavioral questions, and have prepared for the technical questions you will get as part of the interviewing process
- ✓ You've updated your LinkedIn, Facebook and other social media sites and all are professional in appearance and content
- ✓ You've uploaded samples of your programs to a Github or similar site, and put the address on your resumé so interested employers can access the information



# Finding a Job IS a Full-time Job: Good Preparation is the Key to Success

## **You done your research**

- ✓ For employers of interest, you've gone on their websites and read about the company including their mission and values
- ✓ You've reviewed the social media sites (i.e., Facebook, LinkedIn, Twitter, etc.) for each of your targeted employers and are following employers on those sites
- ✓ You've used sites like Glassdoor.com to learn about the company  
<http://www.glassdoor.com/index.htm>
- ✓ You've found and skimmed recent articles about the targeted employers to learn what is happening
- ✓ You've searched LinkedIn for contacts within the firm, and made note of those that are a UA Department of Computer Science alumna or alumnus
- ✓ You've identified sites like Indeed.com <http://www.indeed.com/> White Truffle <https://www.whitetruffle.com/#!/> and CareerBuilder <http://www.careerbuilder.com/>




# Finding a Job IS a Full-time Job: Taking Action is Important

## You're applying for positions

- ✓ On employer websites
- ✓ Wildcat Joblinks [www.career.arizona.edu/joblink](http://www.career.arizona.edu/joblink)
- ✓ Angel.co <https://angel.co/jobs> ... jobs in startups
- ✓ Other sites you've identified as important in your field
  - i.e., Indeed.com [www.indeed.com](http://www.indeed.com)
  - i.e., Glassdoor.com <http://www.glassdoor.com/index.htm>
  - i.e., White Truffle <https://www.whitetruffle.com/#/>




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# Wildcat Joblinks...you must have a subscription

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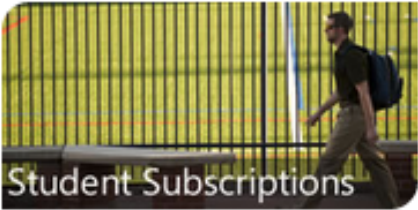
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Subscriptions

Subscriptions

If you are interested in using the many resources available through the Career Services website, you will need to first choose an [annual subscription](#) in order to gain access. Simply click on the Web Store after you've logged into the Career Services website.



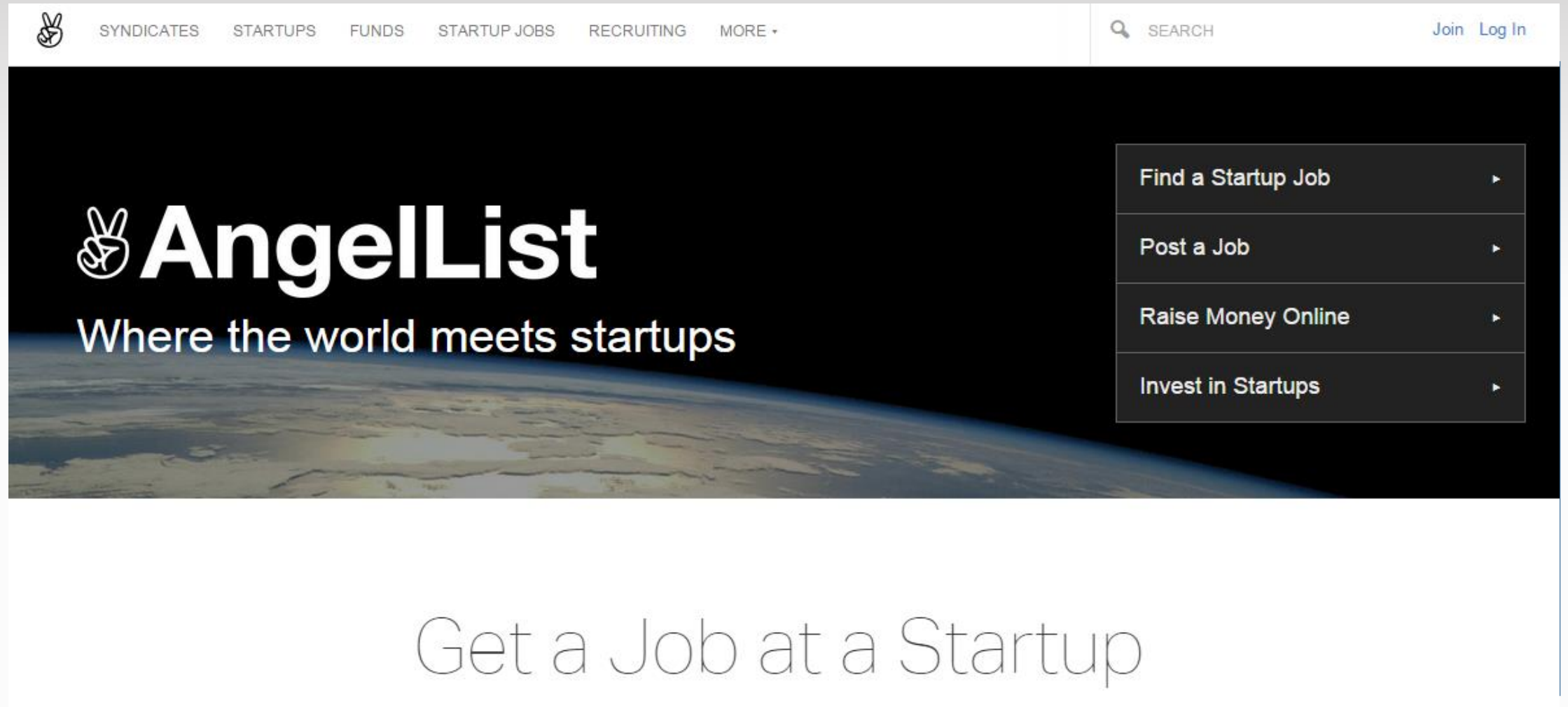
Student Subscriptions

STUDENT SUBSCRIPTION (ONE YEAR)


**For just \$5 a year**, the Career Services Annual Student Subscription gets you an expanded suite of resources that will help pave your way from classroom to career. We have what you need when it comes to career prep including job listings, career assessments, employer databases and more.

- **Wildcat JobLink** (WJL) postings exclusively targeted to UA students and UA graduates. With over 15,000 employers participating in this site, opportunities come from all sectors.
- The **Resume Referral** program is automatically yours when you participate in WJL. Career Services referred over 40,000 resumes to top employers last year.

<https://angel.co/>




The image shows the top portion of the AngelList website. At the top is a white navigation bar with a peace sign icon on the left, followed by links for SYNDICATES, STARTUPS, FUNDS, STARTUP JOBS, RECRUITING, and MORE. On the right side of the bar are a search icon and the word SEARCH, and further right are links for Join and Log In. Below the navigation bar is a large hero section with a background image of Earth from space. On the left side of the hero section, the AngelList logo (a peace sign icon followed by the text 'AngelList') is displayed in white, with the tagline 'Where the world meets startups' underneath it. On the right side of the hero section, there is a dark grey vertical menu with four items: 'Find a Startup Job', 'Post a Job', 'Raise Money Online', and 'Invest in Startups', each with a right-pointing arrow. Below the hero section is a white area containing the text 'Get a Job at a Startup' in a large, light grey font.

 SYNDICATES STARTUPS FUNDS STARTUP JOBS RECRUITING MORE •

SEARCH

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 **AngelList**  
Where the world meets startups

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Get a Job at a Startup



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▶ Title

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▶ Location

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Jobs 1 to 10 of 880

## [Web Application Developer](#)

Viwa - Scottsdale, AZ

The Web Applications **Developer** position will be located at our Scottsdale, AZ location. Interact with others in formulating the design and scope of new internal...

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## [Software Developer](#)

AppraisalTek - Mesa, AZ

**Software** applicationanalysis, development, testing and maintaining. Tek- Mesa, AZ....

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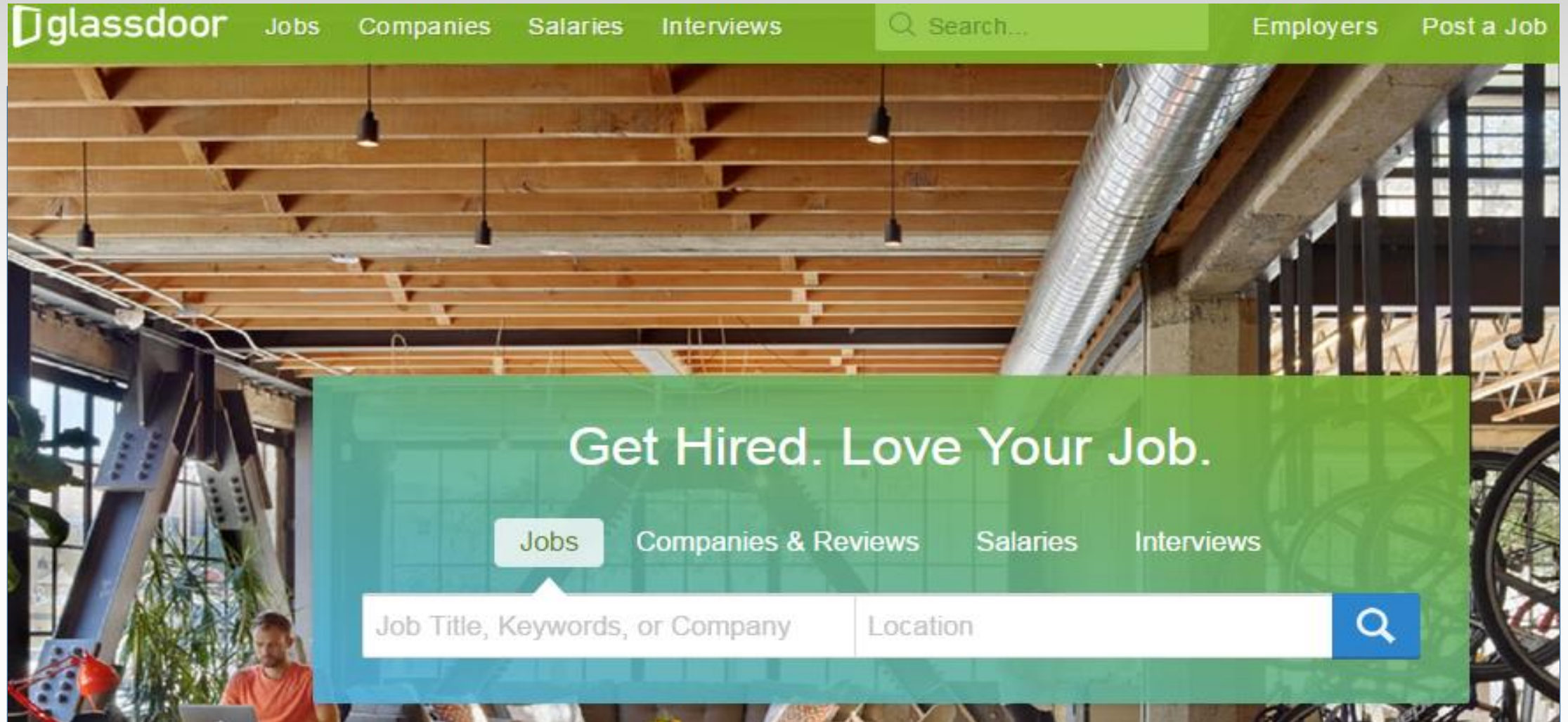
## [.Net Developer](#)

Datalink **Software** Consultants - Phoenix, AZ

The successful **developer** will be solution oriented, adapt to changing environments, and able to work with minimal defined requirements....

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# Finding a Job IS a Full-time Job: Taking Action is Important

**You are telling people that you are looking for a position and what you want to do**

- ✓ Family
- ✓ Friends
- ✓ Professors
- ✓ People you are sitting next to on the streetcar, planes, buses, taxis, in the gym, restaurants and bars

It is called **NETWORKING**



# Finding a Job IS a Full-time Job: Taking Action is Important

**You are following up by email and/or phone on all contacts**

- ✓ “Thank you” emails
- ✓ “Process Update” emails
- ✓ “Professor Smith recommended I contact you” emails





# Finding a Job IS a Full-time Job: What you need...

- ✓ Time -- It is important to start the job search early
- ✓ An organization system that works well
- ✓ Patience -- the average amount of time it takes in the United States to find a full-time professional position is 6 months

\*\*\*Most new college graduates make an initial contact with the organization that ultimately hires them through on-campus events including career fairs, employer presentations and other related

Events\*\*\*



# Finding a Job IS a Full-time Job: Achieving success

**If you follow this outline you will increase your chances of  
successfully finding the position you want.**



# Thoughts? Ideas? Questions?

