

“90 Day Plan to a New Job”

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Please see below recommended tips, articles, and suggestions that should assist with your career management.

Read This:

Before doing anything I would recommend reading [What Color Is Your Parachute? A Practical Manual for Job-Hunters and Career- Changers](#). This book is the best-selling job-hunting and career-changing book in the world. Twenty thousand people buy the book each month, and there are more than 8 million copies in print. Visit www.jobhuntersbible.com for more info. If I had taken the advice in this book 20 years ago, I'd be doing something very differently now!

Pre and Post Interview Prep:

Visit the candidate section of our website at www.crgsearch.com and download the Face-to-Face Interview Prep Article, Tele- interview Prep Article, Resume Samples, and Thank You Letter Samples.

Networking:

The single best way to find a new career opportunity is through networking. Be sure to reach out to friends, neighbors, customers, vendors, colleagues, acquaintances and family members from the community, church, grade school, college, sports leagues, etc. During my tenure in the recruiting business, I have found that 90% of the time people want to help, they just need to be asked.

www.linkedin.com: This is the number one career networking site in the world with over 400M users. Here's a great article on how to create an excellent Linked in Profile: [here](#)

www.facebook.com & www.twitter.com: For some excellent tips on leveraging Facebook and Twitter from Forbes to find a job click [here](#)

Job Boards:

Monitor and leverage these below job boards daily.

www.theladders.com

www.linkedin.com/jobs

Interview Advice:

Please keep in mind that ideally you should speak only 50%-60% of the time, and the Hiring Manager should speak 50%. To ensure this happens please come prepared with 7 – 10 open ended questions that you genuinely would like to know....and take notes when they answer. See the 5 links below that will help and shed insight here. Naturally you will also want to ask questions unique and relevant to this position, discipline, and this particular company.

- “Best Questions to Ask in your Job Interview” by Caroline Howard - Forbes: click [here](#) (I like all of the questions they suggest, except the Salary question. Don't ask that.)
- “10 types of Questions you need to ask the Interviewer to get the Job” by Vivian Giang - Business Insider: click [here](#)
- “4 Questions Job Seekers should Ask in Every Interview” by Jacquelyn Smith - Business Insider: click [here](#)
- “Acing Interview Questions won't Impress the CEO” by Robert Sher - Forbes: click [here](#)

How to Dress:

- “How to Dress for a Job Interview” – The Interview Guys: click [Here](#)

Video Interview:

- “7 Tips to Nail a Skype Interview” – Forbes: [Here](#)
- “13 Tips to Nailing a Skype Interview” – USA Today: [Here](#)

Search Firms:

For a complete listing of the Top Recruiters Worldwide visit: <http://www.allheadhunters.com/>

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