**SD2340 Topic 2 (Weeks 3 and 4)**

**Winter 2012**

**Paul Tilley**

|  |
| --- |
| **Topic 2.0 Job Search Skills** |
| Topic Goals:   * Appraise Jobs Available using traditional and electronic sources * Compile a list of suitable potential employers |
| **TRADITIONAL JOB SOURCES:** |
| Newspaper |
| Bulletin Boards |
| Service Canada |
|  |
| **ELECTRONIC JOB SOURCES**: |
| **Visit:**  **Monster.ca** [**www.monster.ca**](http://www.monster.ca)  **NLJobs.ca** [**www.nljobs.ca**](http://www.nljobs.ca) |
| **Set up a LINKEDIN profile and connect to me**  [**http://learn.linkedin.com/what-is-linkedin/**](http://learn.linkedin.com/what-is-linkedin/)   1. **Watch the Video** 2. **Join** 3. **Get a “professional” picture of yourself** 4. **Build your profile by adding your resume** 5. **Find / make contacts** 6. **Join groups**   **Build and refine your Linkedin Profile**  **Add the link to your email** |
| **Deliverables:**   1. Setup Linkedin profile, complete with your photo and a resume setup and linked to me. Linkedin should indicate to you that your profile set up to over 80% complete (10%) |
|  |