

Resume Hut



Looking for employment

Three key things when searching for a job

1. Don't undersell yourself

Start with a great resume that shouts to the reader "hey I can really do this job". Without this all-important document you shouldn't even start. See our section on [creating resumes](#) for some help and guidance

2. Don't lose your focus

Don't lose your focus on the job you *really* want and start sending your resume to every job that comes up, hoping that your experience is close or that you 'get lucky'. Remember that a successful job search starts with some serious soul searching. Ask the following questions BEFORE you start to apply for job postings:

- Am I REALLY qualified for this job? Wishful thinking will not compensate for a lack of pre requisites. If you don't have the skills and requirements - don't waste your time applying.
- Is this really the job for me? It's tempting to apply for a job that you don't really want - just to get working, or to get away from your current employer. Don't do it! - It will be short lived and it is likely that you will not interview well for a job that you are not 'pumped' about. And if you do get it- how happy and successful will you be?

3. Don't get lost

It's really tempting to post your resume on a huge recruitment website and trust that you will get noticed. Even though it feels good when you hit that send button and upload your resume, you should realise that this approach comes with a few downfalls:

- Your resume may never be seen by a real person - only an automated application management system.
- Depending on how employers search - you may get missed entirely.
- Your resume may lose all its great formatting and may look like everyone else's - or worse.
- You don't know whose looking at your resume (perhaps your current employer?).

If you really want to get serious about finding a job you love, get some professional help. At Resume Hut, we have over 30 years of experience in helping people find their dream job. Come and talk to us informally and confidentially with a free 30 minute consultation. We'll help you explore your options and get some direction in your searching.

Call us today – we get results.