

## HOW DO YOU FIND A JOB?

The key to a successful job search is to send massive amounts of resumes to everyone that might be interested in you. It's a numbers game. Remember your statistics class?

Re-send the same or modified resume to the same people every 5–6 weeks. Companies that send you a nice card saying “thanks,” will usually keep it on file and call you if an opening comes up. However, most do not have the means to recall your resume when needed. They have good intentions, but cannot physically find your resume or even remember that you sent one. Hence, knowing that, **re-send, re-send, and re-send**. If it arrives at the right moment, you will get a call.



Frequently modify your resume so as to give it different looks. You never know what will work.

As for headhunters like myself, we work on things we can close. I concentrate on searches for companies willing to pay me money to find them a suitable candidate. I generally don't farm “resumes” around, unless I have a client who needs someone with a particular ability. We get about 25 resumes each day, and keep on file the ones we might use in the future.

The best way to get attention for yourself is to develop a snappy one- or two-page resume. Then flood the market. Call everyone and send-out, send-out, send-out. Hard work, 8–10 hours a day, will really pay off. Use the internet. My favorite search engines are Monster.com, Headhunter.net, CareerBuilder.com, Recruitersonline.com, DICE.com and Jobengine.com. Google others. New search engines are always being developed. WITHOUT A COMPUTER, PRINTER, E-MAIL, Google, JOB SEARCHING IS DIFFICULT.

*“I won't send you anyone I wouldn't hire myself.”*

**Dick Williams** - Founded in 1988 by Dick Williams - semiconductor executive bringing firsthand experience to the search process - is well versed in areas of capital equipment, instrumentation, materials and chemicals. As a president, sales and marketing vice-president and an operations director and one-time job seeker, Dick understands recruitment from the candidate's point of view.



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