

# The Top Ten Job Search Engines on the Web

Find a Job with Job Search Engines

## 1. [Monster.com-Job Search Engine with Lots of Extras](#)

I've been using Monster.com for several years now and have always found it to be one of the best job search engines out there. You can narrow your search by location, keywords, and employer; plus, Monster has plenty of job search extras: networking boards, job search alerts, and online resume posting.

## 2. [Indeed.com- A Meta Search Job Engine](#)

Indeed.com is a very solid job search engine. Unlike Monster, you cannot submit your resume from Indeed.com, but the job search engine more than makes up for that by being a meta search engine of many of the major job search engines and job search boards out there. I've found that Indeed uncovers a lot of jobs that you wouldn't normally find on most job search sites, and they do a good job of making their job search features as easy to use as possible.

## 3. [FedWorld-Find a Federal Government Job](#)

Think of FedWorld as your gateway into the huge world of US government jobs. You can do a detailed federal job search here, and FedWorld also offers the serious federal job searcher the opportunity to [search FirstGov](#), [search and view Supreme Court decisions](#), and view [GS pay rate schedules](#).

## 4. [CareerBuilder- One of the Largest Job Search Engines](#)

CareerBuilder offers job searchers the ability to find a job, post a resume, create job alerts, get job advice and job resources, look up job fairs, and much more. This is a truly massive job search engine that offers a lot of good resources to the job searcher; I especially appreciate the [list of job search communities](#).

## 5. [Dice.com-Technology Job Search Engine](#)

Dice.com is a job search engine dedicated to only finding technology jobs. Dice also offers those job searchers with a security clearance the ability to search on [ClearanceJobs.com](#), "premier Internet job board focused exclusively on candidates with active or current security clearances."

## 6. [America's Job Bank-A Mammoth Job Search Engine](#)

America's Job Bank is one of the largest job search engines on the Web today. With almost two million jobs in its sizable database at the time of this writing and more than fifteen thousand new jobs being posted almost every day, America's Job Bank is a must-have job search engine. Search by [job title](#), [keyword](#), [military](#), or [job number](#).

## 7. [Yahoo Hot Jobs-A Personalized Job Search Engine](#)

Yahoo Hot Jobs is linked to your Yahoo ID (if you have one), so once you're signed into Yahoo, you're signed into Hot Jobs. You can search by location with Hot Jobs, my personal favorite, and you'll be able to see all the jobs in your general area in the column

to the left. Any job search can be subscribed to via RSS; you can add it to "My Yahoo" or a personalized RSS reader (such as Bloglines).

#### **8. [SimplyHired - Simple Job Search Engine](#)**

SimplyHired has been one of my favorite job search engines now for a while; mostly because of their [SimplyFired](#) contest. SimplyHired also offers a very unique job search experience; the user "trains" the job search engine by rating jobs he or she is interested in. SimplyHired also gives you the ability to research salaries, add jobs to a job map, and view pretty detailed profiles of various companies. I highly recommend SimplyHired.

#### **9. [LinkedIn.com-A Social Networking Job Search Engine](#)**

LinkedIn.com combines the best of two worlds: the ability to scour the Internet for jobs with its job search engine, and the opportunity to network with like-minded friends and individuals to deepen your job search. From the site: "With LinkedIn, you find the people, jobs and services you need through the people you know and trust, while you strengthen and extend your existing network." Finding a job all too often is about who you know, and LinkedIn.com does a great job of addressing this.

#### **10. [Craigslist - Community Classifieds Job Search](#)**

Technically, craigslist.com is not a job search engine, but I would be extremely remiss if I did not include it in my list of Top Ten job search sites. Find your community and find jobs - and the jobs posted on Craigslist tend to be some of the most eclectic, truly interesting jobs around on the Web.

\*11. [www.jobfinderssupport.com](http://www.jobfinderssupport.com). Job Finders support group run by Cleon Cox. Noon - 2pm every Friday at Capitol Hill Library, 10723 SW Capitol Hwy (up toward PCC),

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## Career Assessment Resources

Online resources that can help you locate careers that match your interests, your talents and your skills.

❖ <http://www.best-career-match.com/>

Good fit for mid career changes.

❖ <http://csc.edu/docs/PACS/assessment.htm#Free>

Gives resources and links to both free assessments and those that might charge a fee

❖ [http://www.quintcareers.com/career\\_assessment.html](http://www.quintcareers.com/career_assessment.html)

Describes what an assessment is, why you would take one, and gives resources to different kinds of assessments

❖ <http://www.groper.com.au/career-test>

## Interviewing Tips and Techniques

<http://hotjobs.yahoo.com/findingajob>

<http://hotjobs.yahoo.com/interview>

Employers conduct interviews to:

- Learn more about your qualifications for the job.
- Determine how well you will fit with in the organization.

Interviews are your chance to sell your skills and experience. They also give you a chance to find out if the job and company are right for you.

### Preparation tips

#### Match your skills to the job

To help ensure a successful interview, you should know in advance how well you qualify for the job. One way to get this information is to request a written job description. For each requirement listed in the description, write down your qualifications—this may show that you lack a particular skill. Plan how you will address this in the interview. You want to be able to convince the employer that you can learn the skill. For example, you lack skill in programming in C++ language. Knowing when and where you can enroll in a C++ course in your community may convince the employer that you're the right person to hire.

#### Plan what you are going to say

One of the most important things that you can do to prepare is to plan what you going to say. Try to have some stories about your work experience that illustrate your skills, experience, and education. These stories should relate to the skills that the employer is seeking, while emphasizing your:

- Strengths
- Leadership skills
- Ability to learn new things
- Contributions to the organizations in which you have worked or volunteered
- Creativity in solving problems and working with people

Another tip for preparing is to make a list of questions that you would like to ask during the interview. Pick questions that will demonstrate your interest in the job and the company and that illustrate your knowledge of the job. For more help on planning what you are going to say and ask in an interview, go to [Key Questions](#) and [Legal Interview Questions](#).

## **Create a checklist**

Don't forget the basics. Plan a "things to do" list:

- Go to bed early and get plenty of sleep.
- Plan to dress in a manner appropriate to the job for which you are interviewing.
- Plan your schedule and route so that you arrive 10 to 15 minutes before your appointment.
- Bring extra copies of your resumes.
- Gather together your letter(s) of recommendation, reference list, copies of licenses, driving record, transcripts, etc. For more information on reference lists, go to ISEEK's Job Application Tools section, [References](#).
- Make sure that your portfolio of work samples is up to date. For more information on work samples, go to ISEEK's Job Application Tools section, [Work Samples](#).

## Interview Tips and Techniques

Because interviews are such a critical part of your job search, you want to get the most out of each one. The following Do's and Don'ts are presented to help ensure that your interview is a success.

### **The Do's**

- Your behavior and how you communicate
- The attitudes that you express
- How to end the interview
- Following up after the interview

### **The Don'ts**

- Why people don't get hired

### **The "Do's" - Your behavior and how you communicate**

- Display confidence through your posture, dress, walk, energy, and eye contact.
- Shake hands firmly but only if a hand is offered to you first.
- Let the interviewer start the dialogue.
- Listen carefully.
- Welcome all questions, even the difficult ones, with a smile.
- Develop answers in your head before you respond. If you don't understand a question, ask for it to be repeated or clarified. You don't have to rush, but you don't want to appear indecisive.
- Give honest, direct answers.

### **The "Do's" - The attitudes that you express**

In answering and asking questions, you want to demonstrate that you are:

- **Willing to work.** Give examples of your productivity on past jobs.
- **Committed to learning.** Demonstrate this through examples of learning experiences (independent study, professional development, education, workshops, etc.). Your plan for future development also communicates your commitment to learning.
- **Flexible.** Talk about how well you work with others and how you can adjust and fit into a new environment without complaints or special requests.
- **Willing to contribute.** Emphasize what you can do for the company.

### The "Do's" - How to end the interview

A professional positive end to the interview is another way to ensure your success. Now is the time to remind the employer of why you are qualified for the job.

- Restate any strengths and experiences that you might not have emphasized earlier.
- Mention a particular accomplishment or activity that fits the job.

The end of the interview is also the time to let the employer know if you are interested in the job:

- If you want the job, say so!

### Interview Tips

- Ask when the position will be filled.
- Find out if there will be additional interviews and when the employer plans to make a decision.
- Indicate a time when you may contact the employer to learn of the decision.

Finally, be courteous and end the interview on time.

### The "Do's" - Following up after the interview

The steps that you take after the interview are important too. For example, take time to:

- **Evaluate the interview.** What went well in the interview? How can you improve?
- **Record your follow-up plans.** Write the date and time for your next contact with the employer so you do not forget to follow through.

- **Send thank-you letters or notes** to each person with whom you interviewed. For more information about writing thank you letters, go to [Interview Follow-up](#).

### The "Don'ts" - Why people don't get hired

There are many reasons why people fail to get hired:

- Poor personal appearance
- Application form or resume is incomplete or sloppy
- Overly aggressive behavior
- Lack of tact and courtesy
- Lack of maturity
- Lack of interest and enthusiasm
- Nervousness or lack of confidence and poise
- Failure to ask questions about the job
- Responding vaguely to questions
- No eye contact with the interviewer
- No genuine interest in the company or job
- Lack of planning for career; no purpose and no goals
- Over-emphasis on money
- Unwillingness to start at the bottom
- Negative attitude about past employers
- No sense of humor
- Arriving late for the interview
- Failure to express appreciation for interviewer's time