

LINKEDIN JOB SEARCH CHECKLIST

Find the Right Job ☐ Search for relevant jobs □ Set up job alerts Apply and Prepare for the Job ☐ Use Resume Assistant to create a good resume ☐ Upload your resume ☐ Use the Interview Preparation feature **Update Your LinkedIn Profile** ☐ Add or update your profile photo ☐ Update your location ☐ Update your education □ Add contact information Make Your Profile Stand Out ☐ Update the summary on your profile ☐ Enable #OpenToWork ☐ Ask your network for skill endorsements ☐ Ask your network for recommendations ☐ Take Skill Assessments **Expand Your Professional Network** ☐ Connect with similar professionals ☐ Explore LinkedIn Groups □ Request a referral ☐ Contact the job poster ☐ Follow the company's LinkedIn Page ☐ Engage with the company's content