

Job Search Map

Answer the following questions to help you focus your job search.

What kind of job do I want?

Minimum Salary?

What skills and experience can I offer a potential employer?

What would improve my qualifications and make me a more attractive candidate?

What strengths do I want to emphasize to a potential employer during an interview or on my resume?

Where can I find job openings?

I believe that I have not found a job because...

What is my next step in looking for work?

Answer the following questions if you feel you need further education to find a job.

Do I have the education credentials to get the job I want now?

What credentials may help me to advance in my career?

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Where can I go to take the courses or tests that I need?

How long will it take to get the credential?

What must I consider in planning future studies? (Example: time, money, pre-requisites, child care)

What other occupations might be available to me when I have the credential?

Answer the following questions if you have trouble keeping a job.

Getting a job is easy for me. Keeping a job is harder because:

The benefits of keeping a job are:

What steps can I take now to help me keep a job in the future?

How can Workforce Solutions help me to keep a job?

How can I help Workforce Solutions help me?

Workforce Solutions is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

Texas Relay Numbers:
1-800-735-2989 (TDD)
1-800-735-2988 (voice)