

Find the Hidden Job Market with ReferenceUSA from Infogroup Reference Division

Get your resume in the right hands for the job you want! In today's ultra-competitive job market, it's more important than ever to stand out from the crowd. There are fewer job listings, more candidates and hiring authorities are being more careful so it's more difficult than ever to get hired for the jobs that are listed. However, keep in mind, not all companies list their open positions in newspapers or online job search sources. ReferenceUSA helps you find these "hidden" jobs by giving you over 14 million employers at your fingertips, use our business database to conduct research about industries and companies of interest to you. Find executives, corporate families, company size and more! ReferenceUSA provides the information you need to find the job you want.

Start using this proven method to get your self back in the job market!

1. Select The Types of Businesses You Want to Work For

Start by expanding the business type section and select Keywords/SIC/NACIS. Enter the type of company you want to work for. Example: A nurse may enter "medical" and click Lookup.

2. Refine

Select all the exact matches and related matches that are of interest. For example, Exact match = Medical Rehabilitation Service, Medical Clinics. Related match = Health Care Facilities, Hospitals, Nurses Recruitment. After selecting your matches, expand the geography section and make selections that fit your criteria.

3. Review Your Results

Select the businesses of interest. Click on the company name link to see details such as location, employee size, profitability, recent news, etc. This will help you decide which ones to pursue further.

If you decide to submit a resume, you can review the list of key executives (5.7 million total executives and more than 200,000 Human Resource executives) so you can send your resume to the right contact.

4. Research and Prepare for Interview

Once you have sent out resumes and applied at companies of interest, make sure to prepare for your upcoming interviews. When you have an appointment scheduled, return to ReferenceUSA and select the Quick Search button on the home page. Type in the company name, city and state. You will be able to review company details, read current news articles, and where available, click-through to their website. You will have an excellent answer to the question "What do you know about our company?" Detailed company information will also help you answer a variety of interview questions.

5. Land the Job of Your Dreams!



TIP

Many career fields such as marketing or sales aren't limited to a certain type of business. In these scenarios, consider skipping the keyword select and simply choose the Custom Search option from the select tab. From here you can choose additional criteria to pinpoint the businesses you are interested in. Decide from selections such as location, size of business, private or publicly owned companies. There are more than 30 options available to identify your target market.

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