



How to identify the Right Job?

This is probably a lot more difficult than it seems judging by the response to most Job vacancies posted on the job boards.

The responses fall into the following categories :

- Lacking core skills and tertiary qualifications
- Those that do not meet immigration requirements, or citizenship requirements.
- Those that are overqualified for the position
- Those that believe that bombast and bravado will get them an interview
- Those few who have targeted a role that is suited to their skills and experience.

So what is it that leads to such a diverse spread of applicants?

- Poorly written and targeted vacancy advertisements.
- People finding it difficult to find a job
- People wanting to move up or change their job focus
- People wishing to register with an agency
- People looking to migrate to NZ .

So how can this be approached in a more successful manner!

Employers and recruitment agencies need to invest more time into the crafting and targeting their adverts to attract more suitable candidates.

The job board post describing the company, the position and the benefits needs to change.

The description needs to tell a story about the opportunity, it needs to identify the tasks and challenges faced by the organisation during the next 6 to 12 months. It needs to engage the potential candidates honestly. It needs to identify why people should apply to join the company and how they will be treated and rewarded.

This is not a current job description and salary package. It requires effort and the creativity to communicate effectively what you are seeking without over pitching what the company can deliver.

Applicants need to stop the job alert reply and spend more time researching the job requirement.

The applicant then needs to visit the company's web site and gain a copy of the job description, if it is available.

Time then needs to be focused reading the job description and company's web site.

- Here is a check list to assist you in qualifying the opportunity :
- Is the role advertised at the correct level?
- Do I possess skills and experience or do I at least match 80% of the requirement?
- What training is provided?
- Is there any career development potential?

List the pros and cons of the job and ask the question am I still interested?

Now prepare a CV targeting the requirements of the role, demonstrating how your skills and experience match. Try and provide some specific examples of where you have used these skills and the outcomes.

Contact your referees to ensure they are aware they may be contacted. If appropriate ask them for a written reference that can be attached with your CV and application.

When getting a written reference make sure that it provides some evidence about your job performance, attitude and commitment to the employer rather than just a sugar coated statement.

Examples about your attitude and commitment are much better as the employer is starting to build a picture of you, how you work in a team, what you are like at meeting objectives.

Now make your application. Allow a couple of days for processing applicants and then follow up.

Refer to other Blogs on :

CV

Getting a job.

How to Identify the Right Job

How to Impress an Employer

Picking a Referee

Negotiating an Offer