

Job Seeker Binder

1 Resume

2 Self Assessment

Job Postings

Interests

Abilities/Career Strengths

Ideal Job

Salary Calculator

3 Fast Pitch

Unique Selling Proposition (USP)

Success Stories

Why should a company hire you?

4 Online Profiles

LinkedIn

Facebook

Groupsite.com (optional)

5 Activity Log

Referrals

6 Cover Letters

7 Handbill

Target Companies

8 Networking Activities

9 Extracurricular Activities

Affiliations

Volunteer Assignments

10 References

11 Diplomas/Certifications