



Top Five Job Hunting Tips

If you are new nursing graduate actively looking to get your foot in the door, here are a few tips to help you stand out in today's highly competitive job market. The ANA Nurse's Career Center is a great place to start your job search. There are several things you can do before, during, and after your job search to make the process a success. A successful search takes preparation, persistence, time and most importantly patience.

Know What You Want

Create short and long term career goals and objectives. This will help narrow your online search and let you focus on the jobs that match your salary expectations, relocation interests, and career goals.

Update Your Resume and Cover Letter

Sell yourself in your resume and cover letter. Make sure you highlight all relevant experiences and certifications. Remember you are up competing against other qualified applicants. Set yourself apart and customize your resume and cover letter for each position you apply to.

Streamline Your Job Search

Start by searching with keywords related to your education, specialty, or hospital setting. This will help eliminate unnecessary listings that don't match your requirements.

Use Your Networking Skills

To find the job that fits, you need to develop additional contacts and relationships with others online. Participate in relevant discussion forums, join professional groups, and reach out elsewhere.

To get the most out of your involvement, practice the Golden Rule of Networking: Give as good as you get. Share your knowledge and expertise with others in these online discussions, so that they will be inclined to share their knowledge of job openings and connections to the nursing workforce.

Be Patient and Don't Give Up

The job hunting process can take anywhere from 6-12 months. Stay positive, with time and patience you will find the job you want!

Job search, post or update your resume at the [ANA Nurse's Career Center](#).