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## Secrets for Becoming a Winning Job Applicant

Job searches are not very different from political campaign. Apart from hard work, dedication, "luck" should also be on your stride, so that you emerge victorious while you are applying for the jobs. Job searches are never ending struggles, which should be approached with patience and pertinence. In order to be a winning job applicant, you need to follow the steps stated below: In the first place try to avoid toxic **job seekers**. Some of them are breeding grounds of negativity. The job seekers are required to carefully analyze, if they are receiving words of encouragement from the job seekers.

Try and get in touch with companies that match your goals and targets. This way you are not unnecessarily wasting valuable time and other resources. You must be very careful while hunting for jobs and make sure that you are not repenting the decision you took about a year before.

You must search with a purpose; this ensures that you are not repenting later. Planning and organizations are very important. Try to avail of all the opportunities that come by your way. Try to garner strategic plan of action, this way you can be a winning job applicant. Informal job interviews can help you brush up your skills. For better job prospects and a winning career, it is better you avoid representatives of human resource department. These representatives are called screeners.

The HR representative is responsible for reviewing resumes, analytical, interpersonal and communicative skills of the candidate. There after the names of the candidates are screened and short listed, there after the names of the short listed candidates are forwarded to the decision maker. The decision maker in this case is left with very little scope to exercise his discretion. A job applicant can thus emerge victorious, if the application form is directly handed over to the decision makers.

First impressions have a long lasting effect. Your mannerisms, dressing sense improves your prospects of getting a job. Prepare and be punctual. Reach the interview venue on time. Prepare an "elevator speech", consider your self to be a product and market your self effectively. You should be able to showcase all your quantifiable accomplishments, prior experiences and educational qualifications in the succinct and precise speech.

For becoming a winning job applicant, you need to make sure that you go for regular follow ups. Keeping in touch with the recruiters can be one of the most significant measures that can be adopted for attracting attention of the recruiters, further it reaffirms your interest in the position. Your



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message can be simply word processed or mailed.

Most of the jobs remain unadvertised. The job applicants can log into [hound.com](http://hound.com), for getting details about the latest job updates. We provide you with details about the organizations that are currently hiring. There are thousands of satisfied customers, who have got in touch with potential recruiters via our [job portal site](#).

Job searches can be extremely stressful. Do not lose heart, even if it is taking you several months to get into profession that suits you. Maintain a positive view of life. You can stay updated by the information provided by business communities in the field of trade and commerce. For becoming a winning job applicant, gather knowledge about the employers who are "hot" and "preferred".

A positive view of life is very important. There are laid back attitude of some of the candidates, where as there are candidates who feel that there is so much to achieve in life, and each day is too short for achieving the desired targets. These second category of people reach their targeted goals faster in life, however they are liable to commit more silly mistakes.

While you are preparing your resume for the first time, or considering updating your old resume, you can try the functional format. The job applicants, who have just graduated from college, can incorporate details about their educational qualifications. For making it user friendly, you can provide considerable amount of information within the functional descriptions.

Those who have gaps in the work history, like that of the homemakers, and now wish to enter the work filed, can try out the chronological format that draws attention to those gaps. The functional resume, on the other hand, helps to portray skills that have been developed through voluntary work and domestic management. Functional format are more useful for those job applicants, who are fresh graduates, as this helps them to develop skills from experiences they have gathered during their internship periods.