Tips for Searching Through Job Categories on Granted

With multiple ways to search for jobs on Granted, you should have no problem finding the right job with all the specifications you have. One of the popular ways to find jobs is by going through categories. Here are some helpful tips for using the categories to find the perfect job.

Different Types of Categories

One thing to note is that the categories are not just a type of job, but industries and job levels. If you are having trouble finding the right category for the type of job you want, see if there is a category for the industry. If you can't seem to find the right category for customer service and know you want to work in the advertising field as a customer service representative, go to the advertising industry first, then find a customer service sub-category.

Narrow Your Search

Another helpful tip for using the category function on Granted is narrowing your search results. Many categories have hundreds or even thousands of jobs to go through. Once you click the category, you have options for sorting or narrowing the list on the left-hand side. You can narrow it down by company name, sub-category, date it was published, or location.

Save the Results

Once you have a good list of jobs to consider, you may find that there are so many on the first few pages you don't want to miss them, or you want to come back to them later. If you are logged into your account, you can click the "Save" button which is under each job listing. This saves it to your account so you can come back to it later.

Use Multiple Categories

Sometimes, you can't find the job you want in one type of category, so you will need to click on another one. The job posting may have originally been put into a different category, so you need to find it elsewhere. For example, some sub-categories you can find environmental jobs in are healthcare, IT, admin, retail, hospitality, manager, accounting and civil engineering. This gives you a lot of options for finding the right job using Granted.