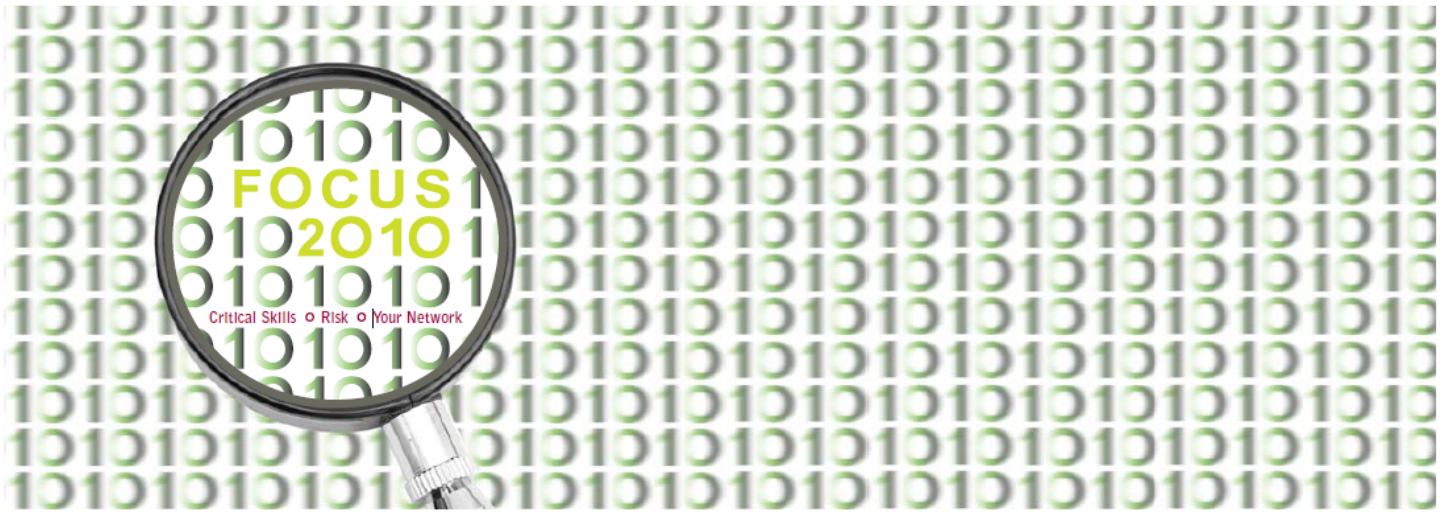


10th Annual SF ISACA Fall Conference

October 4 – 6, 2010



S33: Make Your Own Door How to Take Control of Your Job Search Without Being a Job Stalker

Chris Murdock, IQTalent Partners

Make Your Own Door

How to Take Control of Your Job
Search Without Being a Job Stalker

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Get a Clue

It's important to start your job search off right. You need to ask yourself these questions, as the answers will help you organize and kick your job search off in an organized manner.

- Where do I want to live?
- What do I want to do?
- For which companies would I like to work?
A good place to start would be to look at the Career Pages of the Sponsors of today's conference.





Prep the Digital You

- Prepare your resume. This could mean that you have versions for full-time and consulting positions.
- Create a LinkedIn Profile that rocks. Create a profile that helps you get found by recruiters and hiring managers.
- Clean up your Facebook page.
- Ask your friends to clean their pages too.
- Be careful what you Tweet.



Plan Your Attack

- Research, Research, Research
- Leverage all the tools available to you
 - Public Library
 - ISACA.org and SFISACA.org
 - Ning communities, Yahoo! Groups, LinkedIn Groups
- Prioritize the Industries, Companies, and Positions you want to target.



Get Connected

Connect with Parents, Relatives, Professors, Alumni, ISACA members, and everyone you interview with, Me

- LinkedIn – This is the best business networking site.
- Facebook – This is for social networking. I recommend that you keep this for social connections to minimize unprofessional content being found by professional contacts.



Email is Great, but the Phone is AWESOME!!!

- Email
- LinkedIn Inmails
- IM (don't do this unless you're asked)
- Texting (don't do this unless you're asked)
- Use the Phone!!!

- Outreach Structure: Introduction, The Why, and the Call the Action



Find a Reason to Call and Dial

- What is your goal?
- Do we have something in common?
- Is there a job opening?
- Leverage your network for introductions
- Research the people you're calling (but not stalkerish stuff)
- Polite Persistence
- Approaches: Mentor/Mentee or Job Seeker



The Goal

- Get Advice
- Find a Champion
- Get introductions into the company
- Employee Referrals
- External Referrals



You Have an Interview...Now What?

- Research the Company, Industry, Competitors
- Know who you're meeting with and what they do
- Understand the role
- Prepare Questions in Advance
- Um, Uh, and Ah are not words
- Don't play with your pen
- Be Confident, Be Clear, and Be Concise



Thank You Notes

- Go Old School
- Thank anyone that does you a favor
- Thank all interviewers



After You Land

- Be a Mentor
- Be a Champion
- Be nice to recruiters

- Stay Connected

