

Big Mistakes Job Seekers Commit

Mistakes happen, and even the best person has made faux-pas. After all, humans learn by experience, so a few errors helps us be better people in the end. One moment in your life that you don't want to be in a learning curve is when you're out looking for a job - a mistake during an interview or on your resume can cost you the chance of applying for a position you really want.

Never assume that simply applying for a job is enough. Because of mass communication and Internet resources, employers receive a record number of applications for every job. Sadly, employers even have to sort through many false applications sent in only to fulfill welfare programs. So it's important to let them know your application is a genuine application and that you want the job.

Employers have to carry out a lengthy screening process whenever they fill a position, so it is important to show your interest in the job by making contact with the employer through telephone, email, or, best of all, a personal meeting. Personal contact shows your genuine interest in the job available.

One major mistake many people make is lying about a past job if you left on bad terms. Potential employers seem to have a sixth sense about experiences that you glossed over or were dishonest about, so it's best to try and put a positive spin on resume blemishes. Show that you've learned something from the experience or play up important parts of the past job rather than trying to cover up a bitter relationship.

It is best to find a traditional way of phrasing your strengths, as buzzwords can be confusing. Another thing to avoid is the use of words that are too logistic and lack spark, which is the opposite of using too many overly hip or trendy words. You should keep these same rules in mind when writing cover letters also.

Strive to achieve a balance of professionalism and ease of reading when you write. Try to balance friendliness with professionalism when writing your resume or cover letter. Avoid using slang or buzzwords and focus on using appropriate tone, because the right tone will get results.

There are many more mistakes people tend to make when searching for a job or attending an interview meeting. Some of the worst errors are eating during an interview or making crude jokes about someone's race or gender. Of course, there are many small, subtle mistakes people make when job seeking as well, and those are often unconscious. So if you want an extensive list of what not to do when trying to land a job, look up the information on the internet.

Source: <http://www.articlecircle.com>

About the Author

Grant Kretzer, a recruiter for a large computer company based in Southern California contacts each [Los Angeles staffing agency](#) to see if they have any potential IT personnel for a full time hire. He then uses these temporary employees for a while to see their performance. He looks at Encore Staffing for [Los Angeles information technology jobs](#) at first.