



## GEORGIA DEPARTMENT OF LABOR

[www.dol.state.ga.us](http://www.dol.state.ga.us)

### Explore Career Options and Plan Your Job Search

Choosing the right career and conducting an effective job search requires organization and a calculated effort. Whether just starting out or deciding on a new career, learn how to be successful. Gather and organize this information into a personal Job Search Plan. Access the latest and most effective job search techniques.

The following resources are listed in the order they might logically occur. They are not meant to stand alone. Start with the ones that best meet your needs and revisit them periodically. Go to the following website to access these resources:

[www.dol.state.ga.us/js/plan\\_job\\_search.htm](http://www.dol.state.ga.us/js/plan_job_search.htm)

- Cope With Change
- Get Started
- Organize Your Skills
- Know the Job Market
- Learn About Education and Training
- Develop a Marketing Package
- Tap Into the Hidden Job Market
- Talk the Talk: The Interview
- Keep Your Job

### Local Career Centers

The Georgia Department of Labor (GDOL) operates 53 electronically connected local Career Centers offering a wide range of services to both job seekers and employers. The Centers provide individuals seeking employment all the latest tools to find and keep that special job. Employers will find assistance in recruiting new employees including a national job listing network, applicant screening, and space in the centers to conduct testing and employment interviews.

View information on [http://www.dol.state.ga.us/cc\\_services.htm](http://www.dol.state.ga.us/cc_services.htm) for office hours and the full list of services available through GDOL Career Centers.

### Job Fairs

The GDOL website also provides a list of information on upcoming job fairs, employer seminars, and other events sponsored or co-sponsored by the Georgia Department of Labor (GDOL).