



A Beginner's Guide to Getting a Job When You Have Limited Experience

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Landing a job when you have limited experience has always been perplexing because employers want you to have experience already. Today, it's even more challenging because the requirements have become more demanding even for entry level work.

Take heart. There are traditional methods that still work and innovative techniques that can help you get the job offer you want.

Traditional Strategies for Getting a Job With Limited Experience

1. **Plan ahead.** Even if graduation day is a long way off, you can take steps now to enhance your future job search. Talk with your adviser and the career services center at your campus. They may have valuable suggestions for what you can do now to improve your future career prospects.
2. **Showcase all your accomplishments.** Review all the victories in your life wherever they occurred. *You have a track record even before you get your first paid position.*
3. **When changing careers and entering the Light Industrial Industry share your plan and goals with your Hiring Agent or Recruiter.** Sometimes that will work to our advantage, we have no bad habits.
4. **Let Friends and family know that you are seeking employment.** There are no better avenues or introductions than referrals and work of mouth.
5. **Seek part time jobs.** Summer jobs and after school work count. See if your local pizza parlor needs a new delivery driver.

6. **Format your resume to your advantage.** Employers will want to see your full background, but you can combine a chronological and functional format. Highlight your academic and extracurricular activities.
7. **Focus on transferrable skills. *Good employees are usually team players who can communicate well and solve problems.*** Go into interviews prepared with stories that prove you've got what it takes. **BE NOTICED**
8. **Use referrals and testimonials.** Ask key people to make introductions for you. Advance calls and testimonial letters will get your applications noticed.
9. **Network vigorously.** Take every opportunity to network. Let people know what kind of position you're seeking. Attend industry events and follow up on promising leads.
10. **Be honest.** It's wise to make the most of your accomplishments, but avoid exaggerating. Mistakes can be costly.
11. **Be willing to start small.** Aim to get your foot in the door.
12. **Maintain a professional image.** Dress for the next position you aspire to. ***Ensure your conversation and humor are appropriate for the company culture.***

Innovative Strategies for Getting a Job With Limited Experience

1. **Look up and Research Warehousing Industries, Manufacturing, Production and Distribution. Show that you are interested.**
2. **Clean up our Social Media. Our feeds will be a Light Industrial Recruiters first stop.**
3. **Be honest if you do not have any or much equipment experience. Your new employer will be observing you for certification reasons anyway.**