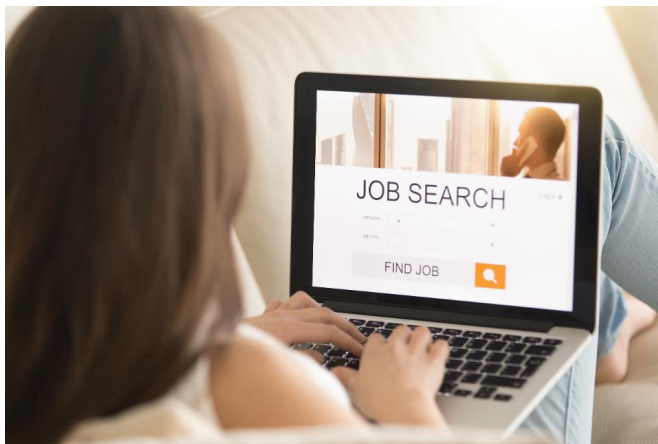




6 Tips for Job Seekers **During Covid-19**



I know there are many folks out there job hunting either in spite of Covid-19 or because of it. Either way, job hunting has unique challenges right now and I figured you, or perhaps friends or family members could use some additional help. So, this month, I have invited **Debra Boggs** to be a guest writer for this article. Debra's professional credentials can be found in the sidebar, along with her contact information. I frequently refer coaching clients to Debra for her expertise in crafting resumes and LinkedIn profiles as well as her knowledge and advice about the job search process. All my clients have been very pleased with her work and find her to be highly skilled. Please feel free to share this article with others who can benefit from it and you can also download it directly from my website.

Debra, take it away...

This unprecedented and uncertain time in the job market and US economy can make the job search process even



About Debra Boggs:

As the Co-Founder of [D&S Professional Coaching](#), Debra works with interesting, talented, and successful executives from all over the globe to equip them with the tools they need to advance in the modern job market.

Debra has been recognized as a resume, LinkedIn, and job search expert by The Wall Street Journal, The Washington Post, NBC News, The Huffington Post, and many other career-related sites in addition to being chosen as a career coach for The Muse and a featured career and job search expert for [WorkBloom.com](#).

Debra holds a Master of Science in Management, a Bachelor of Arts in Sociology, and an Associate of Science in

more stressful, especially for those facing a layoff or extended furlough. However, there are things you can do to help increase your chances of getting an interview. Here are six tips and resources to help job seekers during COVID-19:

1. Don't try to hide your layoff or feel ashamed –

According to an April 29th article by MarketWatch, US jobless claims are set to hit a record 30 million. With these staggering numbers, no hiring managers or recruiters will think twice about why you are no longer working or why you were laid off. It's best to add a line in your resume noting your layoff and show your true end date so hiring managers know what happened rather than having to explain it in an interview.

2. Don't wait to start your job search – While it's true that many industries and companies are not hiring right now, there are many others that are or who may be filling their candidate pipelines to be ready to make offers after the social distancing restrictions end. You want to make sure that you are in the pool of early applicants, as many job seekers assume that now is a terrible time to look for a job and are waiting it out before they start their search. This means the competition could be less (relatively speaking) than in the coming months.

3. Update and modernize your resume – If it's been a while since you last needed a resume, now is the time to make sure it meets modern standards and includes a skills section so you can easily tailor it for each role you apply for to increase your chances of gaining an interview. For free templates, visit: dsprocoaching.com/free-resources

4. Don't just blindly apply online - Because applying for a job takes time (writing or customizing your resume and cover letter, not to mention filling out the lengthy online application) you want to make sure you stand out from the crowd and that your application doesn't fall into the Applicant Tracking System (ATS) black hole.

A good way to stand out is to go the extra mile to find and reach out to the hiring manager or recruiter after you apply for a role. This demonstrates your enthusiasm and initiative and can spur a human conversation before they review all the other applications to help give you a leg up in the process.

Labor Studies. She is also a Certified Social Branding Analyst through Career Thought Leaders.

Contact Debra at:
debrab@dsprocoaching.com



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- 5. Update and optimize your LinkedIn profile** – If you are not already active on LinkedIn or haven't used it for a job search, you might be surprised to find out how important a polished and up to date profile has become. Your LinkedIn profile is now a vital aspect of your job search toolkit.

When updating your profile, be sure to upload a professional photo or headshot. Make sure this photo represents you as you would walk into an interview, as it is often the only chance you have to make a strong first impression. For information on how to take a quality headshot at home, check out:

dsprocoaching.com/post/how-to-have-a-professional-linkedin-headshot-without-hiring-a-photographer

For tips and tricks to optimize and update the other sections of your profile, visit: dsprocoaching.com/linkedin

- 6. Prepare for online video interviews** – Once you have updated your resume and LinkedIn profile and have personally reached out to hiring managers and recruiters, the goal is to land interviews. But because so many teams are working remotely right now, it is likely that these interviews will be conducted via video.

The good news is, there are a few things you can do ahead of the interview to ensure you make the best first impression and that everything runs smoothly.

Things like prepping your background, setting up good lighting, testing your audio, and conducting a run-through can make the difference between a great interview and an embarrassing experience. For a step-by-step guide, check out: dsprocoaching.com/post/7-tips-on-how-to-ace-your-video-job-interview

The hiring and job search landscape has undoubtedly changed drastically since the beginning of 2020, but that doesn't mean your search is hopeless. If you approach your job search with intention and set yourself up with strong tools, such as your resume and LinkedIn profile, you will have an advantage over your competition.

Position Yourself for Success

Managing People Through a Change Process

Be a Strategic Thinker

Stress is an Inside Job!

Coaching & Mentoring Skills

Everything is Negotiable - Do It Skillfully!

Results Leadership Part I

Results Leadership Part II Leadership Skills

Public Speaking & Presentation Skills

Effective Time Management Skills

Running Effective, Time-Saving Meetings

Working Effectively With Your Manager

Networking - Opportunities for You Personally and for Your Organization

Transitioning Into Retirement



For job seekers impacted by layoffs and furloughs, D&S Professional Coaching has compiled free resources such as resume templates and LinkedIn guides, as well as additional information to help you get started.

dsprocoaching.com/free-resources

***Best wishes and
market yourself with confidence!***

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