

# Finding a job

**Despite the difficult economic situation there are still jobs available. However, there may be many competing for the same job and job-hunting can take time. To be successful, you should make the most of your job-search skills. Find out where to look for jobs.**

## The internet

A good starting point for job hunting is searching the internet. To make sure you keep up to date with the latest vacancies you will need access to the internet and have your own email address.

If you don't have access to the internet at home you could check with your local library, Jobs and Benefits office or use the free internet access in the Careers Resource Centres.

Jobs on the internet are usually advertised on 'job boards'. Some are dedicated to particular positions or industries while others will advertise all types of vacancies.

[JobCentreonline](#)(external link opens in a new window / tab) lists all current vacancies throughout Jobs and Benefits offices and JobCentres in Northern Ireland. It also links to job vacancies in 29 European countries.

Some boards may be specific to the area in which they cover.

- [Northern Ireland Civil Service](#)(external link opens in a new window / tab)
- [Health Service](#)(external link opens in a new window / tab)

You can manage your own account as well as tailoring your job search preferences to suit the jobs you're looking for. You can also create a profile, upload your CV and receive email alerts for new jobs.

## Jobs and Benefits Offices

There is a network of Jobs and Benefits offices throughout Northern Ireland where you can get information on job vacancies.

Staff will help you get details of all the support services available to you, including how to join training programmes.

- [Jobs and Benefits Offices](#)

The job search database provides listing of all jobs notified to JobCentres and the [European Job Mobility Portal](#).(external link opens in a new window / tab)

You can also keep up-to-date on local jobs news and Department for Communities services via Twitter or Facebook @communitiesNI.

## Recruitment agencies

[Recruitment agencies](#) are also known as employment agencies. You will go to a local branch for an interview and an assessment before being taken onto the agency's books. Recruitment consultants then work to match you with the vacancies they have. If you are suitable you will be shortlisted and put forward for an interview.

### Hidden jobs

It is estimated that only a small percentage of all available jobs are ever publicly advertised, making speculative approaches highly worthwhile. If you are interested in working for a particular employer, write to them or go to their website to see how they recruit.

## Newspapers, magazines and trade journals

Newspapers and magazines also advertise vacancies. Business sections and general articles can be useful as sources of information about growth sectors and for contact names.

Most industries have professional associations that publish trade journals, which are useful for finding jobs.

Look on social media sites such as Facebook, Twitter or LinkedIn and 'like' or follow employers you may like to work for.

## Careers and job fairs

The Careers Service, local Jobs and Benefits offices and other organisations arrange regular events which give job seekers the chance to speak directly to employers about opportunities.

Jobs fairs are an excellent way to find out about jobs in your area, pick up application forms and even secure an interview there and then. These events can help you to build useful contacts as well as gain industry and company knowledge.

- [Careers events](#)