

# NoVaLUG Job Hunting Seminar



13 February 2021

# Agenda

10am - 10 15am - Introductions

Talks:

10:15am - 10:30am - John Kennedy - Job Hunting Tips

10:30 - 10:45 - Suzie Grieco (SG2 Recruiting) - Finding jobs in the cleared space

10:45 - 11:00 - Brandon Trimble (Motion Recruiting) - Working with IT recruiters on finding full time roles

11:00 - 11:15 - Brandon Trimble (Motion Recruiting) - Working with IT recruiters on finding contract roles

11:15 - 11:30 - Adam Avitabile (Ridgeline International) - Working with direct company recruiters

11:30 - 11:45 - Q and A - Please hold questions for Q and A section - Chat questions will be first

11:45 - 12:00 (or whenever) - Breakout Rooms To Talk To The Recruiters.

# Suzie Grieco - SG2 Recruitment

Suzie Grieco <[sgrieco@sg2recruiting.com](mailto:sgrieco@sg2recruiting.com)>

President, SG2 Recruiting; Board Member at RecruitDC

<https://sg2recruiting.com>

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# Brandon Trimble - Motion Recruitment

Brandon Trimble <Brandon.Trimble@motionrecruitment.com>

Team Manager, Staffing Solutions

<https://motionrecruitment.com>

<https://www.linkedin.com/in/brandontrimble/>

**MOTION  
RECRUITMENT**

# Adam Avitabile - Ridgeline International

Adam Avitabile <aavitabile@ridgelineintl.com>

Talent Acquisition Lead

<https://joinridgeline.com>

<https://www.linkedin.com/in/adamavitabile/>



**RIDGELINE**  
INTERNATIONAL

# Job Hunting Tips



13 February 2021  
John Kennedy

# Agenda

- Email
- Phone number
- Calendar
- Web site
- Business Card Resume
- Portfolio

# Email

- Professional email
- Use only for Job Hunting
- GMail is helpful
- Attached to Calendar

# Phone Number

- Like Email Only Use For Job Hunting
- Google Voice Is A Good Choice
  - Phone forwarding
  - Allows you to turn it off
  - Multiple outgoing voicemail messages
  - Voicemail transcribed and emailed sent by text
- Can Set Voicemail To Match Job Hunting Status

# Calendar

- Attached To Email So Invites Are Added Automatically
- Put ALL Appointments/Meetings/Activities
  - Everything that will take you away from your computer/phone
    - Shopping, Cutting Grass, Medical Appointments, etc
- Works With Web Site

# Web Site

- Gives Overview Of What Do And What You Want Out Of Your Next Job
- Link To Resume
- Embed Your Calendar
  - Uses iframe that is found in Google Calendar
  
- My website:
  - <https://job.ennoil.com/happy.html> (current live page - when I am not looking)
  - <https://job.ennoil.com/passive.html> (when I am passive looking)
  - <https://job.ennoil.com/looking.html> (when I am actively looking)

# Business Card Resume

- Easily Carried Summary Of Your Skills
- Include Email, Phone, Web Site, Your Desired Job Title
- Back Of Card Can List Skills
- VistaPrint Is A Cheap Resource

# Portfolio

- For Web Developers
  - Your web site
  - GitHub/GitLab/BitBucket - Public
  - Set up Docker in AWS/Digital Ocean/Linode with several example web sites
- For Developers
  - GitHub/GitLab/BitBucket - Public
  - If appropriate, a laptop with your work
- For DevOps
  - GitHub/GitLab/BitBucket - Public
    - Scripts
    - Ansible/Puppet/Salt/Terraform/Chef/etc
    - Docker