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## *10 Steps To Your Next Opportunity*

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**Security**

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A brief guide on finding your next career challenge.

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S3GROUP

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S3 Group, 100 QRC, 100 Queen's Rd, Central, Hong Kong  
T:+852 31019203 F: +8523180 9399  
[www.s3group.com.hk](http://www.s3group.com.hk)



Security

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## 10 Steps To Your Next Opportunity

1	<b>Update your resume.</b> Make sure you have your current experience detailed on your résumé, with your up-to-date achievements in your current role. <i>(see How to Write a Great Resume)</i>
2	<b>Update your profile on LinkedIn, or similar business related networking sites.</b> Join groups; get connected with recruiters relevant to your industry. Make sure that your profile serves as a good advertisement for you and your achievements. Reach out to contacts within companies you are interested in working for. Ask your contacts to give you “recommendations” and testimonials.
3	<b>Reach out to your network.</b> This is by far <i>the</i> most important thing that you can do if you want to get your next career opportunity. Make sure you are regularly making contact with old friends and colleagues in your industry. Work out which companies you would be interested in working for, and then cultivate contacts within those companies
4	<b>Attend industry events.</b> Meet new contacts in your industry. Often industry events are long and laborious, but the coffee breaks and luncheons are where the networking takes place. Frequently the events sponsors will have stands in the coffee area. Grab a coffee and do the rounds. Don't forget your business cards!!! <i>(Make sure to keep checking when the next S3 Networking evening will take place)</i>
5	<b>Develop a relationship with a trusted recruiter in your industry.</b> Generalist recruiters will not have the area of specialization or contacts in your industry to be of much long term use to you. Find one that <i>specializes</i> in what you do. Build a strong relationship with them. After using your own network, using a recruiter is the next best action you can take in finding a great job.
6	<b>Be visible.</b> Make sure that the receptionist at your current company has your updated extension, and mobile number. If you feel comfortable with it, put your contact details on LinkedIn. At very least make sure that the option to connect with is turn on.
7	<b>Volunteer for Key Speaker events.</b> The more events you speak at, the more you will exist in the eyes of others, and in the eyes of “Google”. As a Key Speaker at events you will literally be in the spotlight of senior hiring managers in the audience.
8	<b>Avoid Job Boards</b> True performers and talent never use job boards, nor should you.
9	<b>Join industry related committees or focus groups.</b> Join any societies relevant to your industry. Be active in any events that are relative to your area of expertise.
10	<b>Spread the word</b> At S3 Group we are constantly asking trusted contacts in our network “Who do you know that could do “X”? or “Who is the best “X” that you know who would be interested in “Y”? If you are interested in a career move, it is important that you subtly inform your friends, associates, & contacts that you are looking