

My Internet work search

Successful jobseekers use the internet as a work search tool. More and more employers are using the internet to advertise their vacancies. In fact an ever increasing number of employers are only using the internet. So if you don't use the internet you may be missing out on potential job opportunities. This activity will enable you to keep a record of your internet work search, including any suitable vacancies you identify.

Tips for successful job seeking when using the internet:

- **Register with a wide range of websites** – this will give you the best possible opportunity to identify suitable vacancies.
- **Upload your CV to job search websites** – this will help potential employers to find you, based on your skills and experience.
- **Search as often as possible** – many vacancies are only listed for a short time, therefore to maximise your chances of finding work; do an internet work search at least once per day.

Universal Jobmatch – this website will help you identify a wide range of vacancies and match you to suitable opportunities

<https://www.gov.uk/jobsearch>

It is highly recommended that you authorise DWP to review your account, as it will **help make your work search more successful.**

Website (name and address e.g. www.indeed.com)	Date of work search	Vacancies identified

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Remember to keep your Universal Jobmatch profile up to date and to check for new vacancies every day.

You will be informed when you need to complete this activity by and what happens next