

# Looking for a Job

ask about benefits	ask about hours	call for information	fill out an application
<del>talk to friends</del>	go on an interview	inquire about the salary	look at job boards
look in the classifieds	look for help wanted signs	talk about your experience	get hired

**It can take a lot of time—and work—to find a job. Here are some tips.**

Tell everyone you are looking for work. Begin close to home. Talk to friends , relatives, teachers and classmates. Keep your eyes open. When you're walking down the street, \_\_\_\_\_ in store windows. \_\_\_\_\_ in school or in the supermarket. Get the newspaper every day and \_\_\_\_\_. But remember—"Help Wanted" ads do not tell the whole story. You will probably have to pick up the phone and \_\_\_\_\_.

\_\_\_\_\_ : *Is the job 9:00to 5:00? Do you have to work on weekends?*

When you apply for a job, you will probably have to \_\_\_\_\_. This gives the employer basic information about your skills and experience. Then, when you \_\_\_\_\_ , you will have a chance to \_\_\_\_\_ in greater detail. The interviewer will ask a lot of questions, but it's also important for **you** to ask questions.

\_\_\_\_\_ : *What's the starting pay?*

\_\_\_\_\_ : *What about health insurance?* Remember: Be patient and don't give up. You may have to try many different approaches before you finally \_\_\_\_\_ and get that first paycheck!