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**Are You Looking for a Job?**

**Your Illinois Department of Employment Security Invites You to a
Virtual Job Informational Workshop**

**What:** Applicant Tracking Systems

**When:** 10 a.m. – 11 a.m. Thursday, October 5th

**Where:** WebEx – watch on your phone, tablet or computer.

This session is presented by Illinois Department of Employment Security staff and will explore the tips and techniques to increase your understanding and utilization of the Applicant Tracking System with the Online Application process.

Workshop Topics Include:

* What is the Applicant Tracking System (ATS)?
* Identifying and Using Keywords in your Job Search and Resume
* Cover letters

Please join us as we discuss ways to open up additional opportunities to find the career you are seeking.

WebEx – watch on your phone or computer (please download WebEx app prior to meeting). Click on link or copy and paste to your browser to join.

Meeting link:

<https://illinois.webex.com/illinois/j.php?MTID=m9cdfa56b49a73f934115226205315496>

Meeting number:

2631 002 0039

Password:

100523

Join by phone

+1-312-535-8110 United States Toll (Chicago)

+1-415-655-0002 US Toll

Access code: 2631 002 0039

This event is sponsored by the Illinois Department of Employment Security

**Make Sure Your Resume is on Illinoisjoblink.com**

Illinois businesses are hiring. And they are looking for workers on [Illinoisjoblink.com](http://www.illinoisjoblink.com/) The state’s hiring board features more than 100,000 help-wanted ads. Job seekers can build multiple resumes to emphasize different skills and experiences. Business owners can use keyword matching technology to search resumes and find the best candidate. Illinoisjoblink.com is free for workers and employers. It compares favorably to private efforts that cost hundreds of dollars. No-cost HR recruitment services are available at the website and at (877) 342-7533.

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 ***Find a Job/Find an Employee***