

October '16

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The WorkPlace 1000 Coffeen Street, Watertown, NY 13601
Phone: 315-782-9252 • TTY: 315-782-8093 • Fax: 315-782-2073 or 315-786-7665
E-mail: theworkplace@co.jefferson.ny.us
www.facebook.com/JeffLewisWorkPlace www.linkedin.com/company/the-workplace twitter.com/jefflewisworks

9 Ways for Jobseekers to Clean Up Their Social Media

Info from an article by Kristie Jeffries

As the internet and social media grow increasingly important, particularly in business, employers are using the internet more and more to research job candidates. A recent survey showed that 39% of hiring managers used social media to screen applicants, and 43% of those found content that led them to decide against hiring a specific candidate. Don't be one of those candidates — before you apply for a job, manage your online presence by following these tips.

1. Google yourself

Or Bing. Or AltaVista. Or whatever floats your boat. Do a search for your name and make sure there's no vile content about you out there on the web. Find an embarrassing message board post you made years ago? A tweet about your latest wild exploits? A photo you'd die before your grandma saw? Take it down, or get in contact with whoever published the content.

2. Censor Twitter

If you have a Twitter account, go through your tweets to see if there's anything you wouldn't want a potential employer to see. Rants about your boss, boasts about how “wasted” you were last Saturday, or even cases of terrible spelling or grammar need to be taken down immediately. When in doubt, change your Twitter privacy settings to “protected.”

3. Check your Facebook privacy settings

Odds are your Facebook isn't quite as private as you think it is. Go to your profile on a computer, click the three dots in the lower right corner of your cover photo, and click “View As...” to see how you look to the public. Use your common sense to clean it up.

4. Sort out your LinkedIn profile

If you're looking for a job and don't have LinkedIn set up, do so now. Some recruiters and employers are beginning to place even more importance on a high quality LinkedIn profile than on a high quality resume. If you already have LinkedIn, go back and review your profile. Make sure your experience is up to date, your information is complete, and you're conveying yourself as someone *you* would want to employ.

5. Register a professional email address

If you're emailing your resume from dropdeadsexy@hotmail.com or qtangel1993@aol.com... Do I even need to explain? Please, please, email from some variation on yourname@respectableemailprovider.com.

7. Think through all of your social media accounts

Go through any social media site you've shared content on in the past few years and review those accounts. Facebook, Twitter, and LinkedIn are obvious, but don't forget about YouTube, Instagram, Pinterest, Tumblr, Reddit...gee, for all I know, you're still on Friendster and MySpace. Even that LiveJournal or Xanga journal you kept ten years ago can be found. Make sure it's appropriate, hidden, or deleted. If there's a common username you use, NameChk is a handy tool for finding out where you're registered.

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The WorkPlace office hours are Monday - Friday, 8:30 am - 4:30 pm. **Please note that we will be closed October 10th for the holiday.** We are an Equal Opportunity Employer/ Program. Auxiliary aids and services are available upon request for individuals with disabilities.



October's Quote:

“No man ever wetted clay and then left it, as if there would be bricks by chance and fortune.”

- Plutarch

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*9 Ways for Jobseekers...continued***8. Beware of associated usernames**

You may think that just because you contributed to an embarrassing site under the username “sexybaby123” no one will be able to associate it with you, but be careful. There’s a good chance you’ve written something once upon a time that links your username to your full name, and clever internet users will be able to put two and two together, searching for your full name, seeing one post with your “secret” username, and then finding everything else that’s ever been posted under that pseudonym.

9. In the words of Gandalf the Grey, “Keep it secret. Keep it safe.”

Really, the bottom line is that you’re never safe. You’ve heard it time and time again, but it’s true: nothing you post on the internet is truly private, so don’t be careless with what you share. Do what you can to clean up your current online presence, but for anyone looking for a successful career, it’s essential to always be exceedingly careful on the web.

19% of hiring managers chose an applicant based on positive information they found on social media, so give yourself an impressive online presence and be part of that statistic!

Northern New York Fact

From Wikipedia.com

Watertown, South Dakota was named after Watertown, New York, the hometown of brothers John E. Kemp and Oscar P. Kemp, two of the city's founders. Watertown, SD's name was originally planned to be named Kampeska.

Financial Coaching for Veterans Workshop

Subject: **Dealing with Debt**

Presenter: Steven C. Schanely, ChFC, CLU,
ChFEBC, CLTC
CFPB Financial Coach
(315) 786-3669
sschanely@afsc.com

**IN WATERTOWN:**

Date: October 13, 2016
Time: 1:00 p.m. - 3:00 p.m.
Location: Vet Center
210 Court St.
Watertown, NY 13601

Point of Contact:
Vet Center
(315) 782-5479

IN LOWVILLE:

Date: October 25, 2016
Time: 2:00 p.m. - 4:00 p.m.
Location: VFW
7744 West State St.
Lowville, NY 13367

Point of Contact:
VFW
(315) 376-2733

New York Youth Job Fair

The New York Youth Job Fair will promote job opportunities for New York Youth! All companies invited and attending will have positions open.

Wednesday, Oct 5, 2016
4:00 PM - 7:00 PM

Gym 2 - Parking Lot Side
Jefferson Community College
1220 Coffeen Street
Watertown NY 13601

**Workshops**

The WorkPlace is pleased to announce the continuance of a series of workshops and assistance. All are free to the public but space is very limited. **Visit us at 1000 Coffeen Street or call 782-9252 (TTY 782-8093) to enroll.**



Resume Writing will be held October 3rd and 24th from 1:00 p.m. to 3:30 p.m. This workshop will cover the basics

of resume writing, different types of resumes, and the elements of an effective resume.

We'll offer the **State and Local Employment** workshop on October 21st from 1:00 p.m. to 2:00 p.m. Learn all about how to locate and apply to civil service and other opportunities with state and local governments.

Interviewing Skills is scheduled for October 17th from 1:00 p.m. to 3:00 p.m. Brush up on your interviewing skills, including behavior, attire, and what questions to expect. Learn about the kinds of interviews employers use, and how to successfully navigate them.

The WorkPlace in Lowville will be offering workshops as well. **To reserve a space for a workshop in the Lowville office, be sure to call (315) 376-5800, or visit the office at 5274 Outer Stowe Street, Lowville.**

Resume Writing will be held in Lowville on October 6th from 1:30 p.m. to 3:30 p.m.

Interviewing Skills is scheduled for October 20th from 1:30 p.m. to 3:30 p.m. in the Lowville office.