

HOW TO APPROACH APPLICATIONS

CHECK LIST:

- BACKGROUND CHECK ON ORGANISATIONAL
VALUES
PAST WORK
- HIGHLIGHT KEY WORDS
THE JOB
PAY
DEADLINE
- LOOK AT OLD APPLICATIONS PRODUCED
ANYTHING TO COPY
- EDIT & PROOFREAD
- SEND TO A CREATIVE FRIEND TO READ
- SUBMIT HOURS BEFORE DEADLINE
- YOU ARE CONVINCED YOU DIDN'T GET IT
- IN SHOCK WHEN YOU ARE INVITED FOR INTERVIEW
- DON'T SLEEP BEFORE INTERVIEW: ANXIETY UP THE ROOF
- YOU GET THE JOB/OPPORTUNITY, STILL THINKING HOW?
- APPLYING FOR JOBS BECOMES EASIER WITH TIME