

LinkedIn For Job Search - Profile Worksheet

1. **Choose Your Photo** - Is it professional and appropriate for your desired position?

2. **Keywords** - Look at profiles in your desired Industry and position - which key terms are do you see?

3. **Headline** - Make it stand out to recruiters and relevant to your desired position.

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4. **Skills** Add relevant skills you want your potential employer to know about

5. **Summary** - Tell your story, use keywords, be positive - focus on your professional successes, qualifications and progress.

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6. **Recommendations** - List people to ask and list the skills you'd like them to mention in their recommendation.
