

**Step 1**

Enroll at

<https://mwejobs.maryland.gov>

**Step 2**

Create a résumé in the system.

**Step 3**

Schedule your one-on-one appointment (*see below for contact information*).

**Step 4**

Bring copies of your résumé, cover letter or other job search materials to your appointment.

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**Contact Us**

**410-341-8533 Ext 0**

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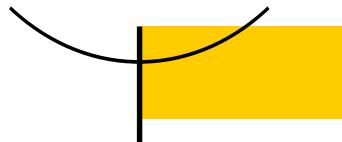
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[www.dllr.maryland.gov](http://www.dllr.maryland.gov)



# Energize Your Job Search

**Résumé Reviews**

Not getting any interviews? Have your résumé reviewed by a Job Service Specialist to discuss up to date résumé ideas and formatting tips to get your résumé to the top of the pile.

**Job Search Techniques**

If you are frustrated from navigating through endless job boards, social networking sites and piles of newspapers, we can help you mainstream your job search and learn to focus on finding the right job.

**Interviewing Tips**

Learn how to get prepared for your upcoming interview and how to best answer questions about employment gaps, terminations and other sticking points that can be tricky, and what questions you need to ask the employer.

**Labor Market Consultation**

Explore resources that will help you to research careers, industries and find information about specific occupations. By utilizing the most up-to-date labor market information available for salaries, job outlook and training, we can help you make more informed decisions in your job search.

**Effective Online Job Applications**

We can assist you through the sometimes complicated process of completing online applications from setting up an email account to copy and pasting your résumé into the application.

**Job Skills Identification**

Finding transferrable job skills while changing careers can be difficult, we can help you explore your past experience and learn how to translate those skills to another field.

**Resources for Job Seekers**

There are many resources for job seekers from getting funding to go back to school to veteran services to computer training, ask how the One-Stop can help you in finding your next career.

**Ask Us to Design a Custom Consultation to Meet Your Needs**

Meet one on one with a Job Service Specialist to further discuss problems you are encountering during your job search and how to overcome them with confidence.