## **JobTIPS**



## **Key Points - Finding Online Applications**

- 1. Find the company's official website.
- 2. Find the Jobs / Careers / Employment section on the website.
- 3. Look for key words like, "Employment opportunities," "Join our team," "Job openings," etc.
- 4. You might be required to indicate what kind of job you are looking for and the location before you can even reach the application.
- 5. You might even need to choose specific store locations in your home city that you are able to work in.
- 6. When you reach the application, you might be able to print it out. However, many big companies require that you complete the entire application online and submit it electronically.
- 7. You have to complete the application according to the company's rules.