#### Using LinkedIn To Move Your Engineering Career To The Next Level



#### Dr. Jim Anderson



#### About Dr. Jim Anderson



- Chairman of FWCS PACE Group
- Have used LinkedIn to get many jobs
- LinkedIn is key to establishing reputation and reaching customers
- Learn from my 20+ years of LinkedIn Experience!!!



- Launched in 2003
- Since December 2016, LinkedIn has been a wholly owned subsidiary of Microsoft.
- LinkedIn has more than 1 billion registered members from over 200 countries and territories.
- About 134.5 million users use LinkedIn daily.
- 51% male, 49% female
- 30% make 60k 100k, 39% make 100k+
- LinkedIn's Mission: "Connect professionals from around the world to make them more productive and successful."

#### About LinkedIn

- 22<sup>nd</sup> largest social network behind Microsoft Teams
- Nielsen Online: "LinkedIn is the world's largest audience of affluent influential professionals."
- 20% are senior level executives
- 60% are either decision makers or have influence over purchases
- Executives from all of the Fortune 500 companies are now members of LinkedIn



#### About LinkedIn

- Of the social networks, LinkedIn users have an average household income of \$109,000
- A new member joins LinkedIn every second of every day.
- No games, no walls, no "pokes" – LinkedIn is just professionals who are interested in networking
- LinkedIn Corp has a Current Valuation of \$30B.



## Why Use LinkedIn?

- LinkedIn now has over 1 billion members worldwide, making it the largest professional networking platform in the world.
  - People hire people, companies don't hire people
- Brand and position yourself as the authority online
  - You are unlike anyone else in the world
- Gives you access to recruiters and hiring managers.
- Do research on target companies
  - Over 67M companies have company profiles on LinkedIn
  - See who works there
  - Read blog posts, read their latest initiatives
  - Learn how you can add value to that company
- Search posted (paid) and unposted job positions
  - LinkedIn earns ~40% of their revenue from packages offered to recruiters
  - 60% 90% of job openings are never posted anywhere filled through networking
- Show that you are social media savvy.



## Job Hunting On LinkedIn

- Join groups and make contacts
  - You can join up to 50 groups
  - Over 1M groups that you could join
- Answer paid job ads
  - Clicking on the ad shows you who else you know at that company
- Answer free job postings
  - Every group has a job board
- Look for job ads in the company pages
  - Many company pages have a career section where they post jobs.
- Get found for your specialty
  - Key words in your profile will pull job offers to you
- Be seen as an expert by publishing constantly
- Maintain top of mind awareness as a job seeker
  - Make sure that your network knows that you are looking for a job



## Poll: How Are You Using LinkedIn

- 1. Joining groups to extend my reach
- 2. Using people search to make contacts
- 3. Applying to the job posts
- 4. Looking up companies in the Company search
- 5. Sending targeted messages to recruiters
- 6. Not currently using LinkedIn



# Challenges some have job hunting

- Getting the attention of recruiters is hard
  - Need to stand out from so many other people
- Can't identify the hiring manager
  - Who is actually posting that job?
- Having trouble standing out as an expert.
  - How do you get known to hiring managers in companies?
- Little access to the "hidden" job market
  - How do you find out about jobs that are not being posted?
- Hard to prove that I'm the best at what I do
- Not familiar with job hunting in social media
  - Still typing up resumes and sending them out
- Tried social media and gave up
  - Too complex



# Poll: What Challenges are you having in your job search?

- Can't reach hiring manager?
- Can't find that "hidden" job market
- Unfamiliar with using LinkedIn and social media
- Hard to stand out from the crowd
- Not getting unsolicited interest in me

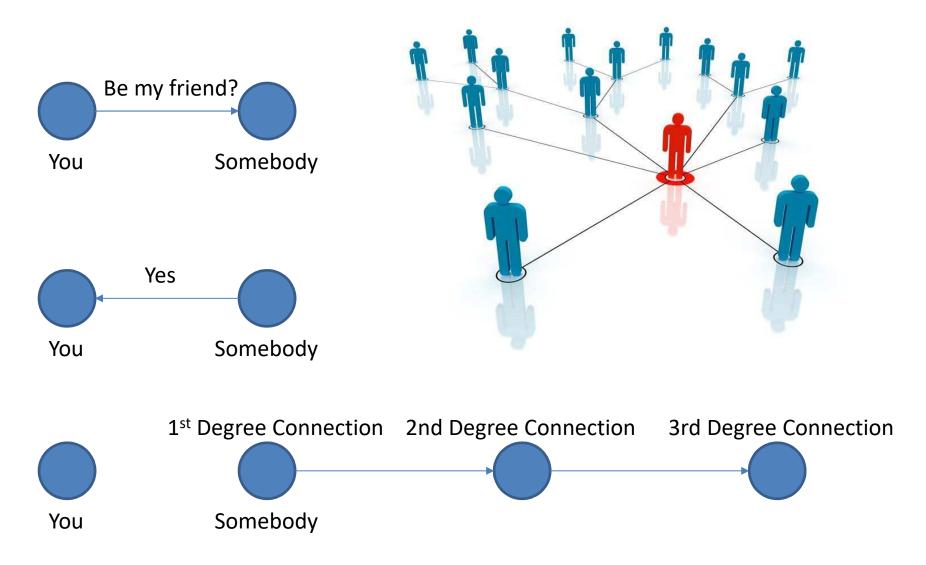


# Sign up for an account at www.LinkedIn.com

Linked in	Articles People Learning Jobs Games Join now Sign in	
Welcome to your         professional         professional         community         © continue with Google         Sign in with email         Dyticking Continue to join or sign in, you agree to LinkedIn's User         Agreement, Privacy Policy, and Cookle Policy.         New to LinkedIn'? Join now	<image/>	
Explore collaborative articles	Marketing Public Administration   Healthcare Engineering   IT Services Sustainability   Business Administration	

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#### LinkedIn Connections



#### There are 11 Different Types Of LinkedIn Accounts

Premium Product	Premium	Premium	Sales Navigator	Sales Navigator	Recruiter	Recruiter
Premium Plan	Career	Business	Core	Advanced	Lite	Advanced
Price	\$29.99/mo	\$59.99/mo	\$99.99/mo	\$149.99/mo	\$170/mo	\$835/mo
InMail	5/mon	15/mo	50/mo	50/mo	30/mo	150/mo
Advanced Search Filters	x	x	30+	30+	20+	40+
Unlimited Searches	×	Yes	Yes	Yes	Yes	Yes
Profile viewers	365 days	365 days	90 days	90 days	90 days	90 days
ATS Integrations	×	x	x	x	х	Yes
LinkedIn Learning	Yes	Yes	Yes	х	Yes	Yes

#### Free LinkedIn Account

LinkedIn Learnings \$39.99/mo

## Limitations To A Free LinkedIn Account



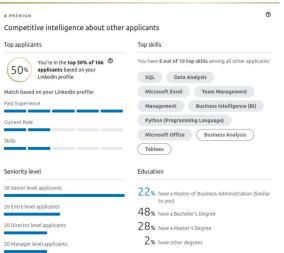
- 1. The search result limitation
  - The search results of the LinkedIn free search engine are composed of 100 pages of 10 results.
  - It means you can only see the first **1000 results** of your searches. You can't get access to the rest.
- 2. The commercial use limit
  - If LinkedIn detects that you're intensively using the free search engine to generate leads or find candidates, they will block your access.
  - You won't be able to use the search engine anymore and will need to wait until the end of the month to use it again.
- 3. No access to profile viewers
  - With LinkedIn free accounts, you don't get InMail credits.
  - It means you are forced to send connection requests if you want to contact people out of your network.



#### LinkedIn Premium Career plan

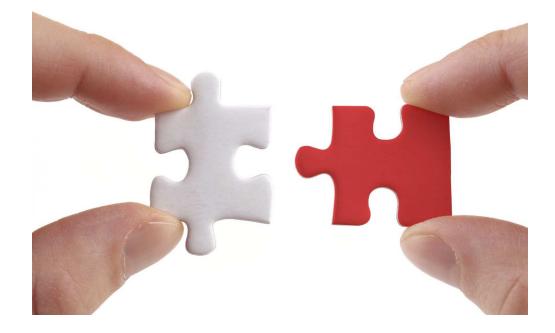


- 1. 5 InMail Messages
  - InMail messages can be sent to 2nd and 3rd degree connection without having to send a connection request first.
- 2. See who's Viewed Your Profile
  - Lets you see who viewed your profile in the last 90 days.
- 3. Job and applicant insights
  - Data about other applicants each time you apply for a job.
- 4. Featured Applicant Feature
  - This feature lets you appear at the top of the job application list and catch the recruiter's eye.
- 5. Company insights
- 6. Salary insights
  - Gives you the average salaries in the industry and an idea of what you can ask your future employer.
- 7. Access To LinkedIn Learning



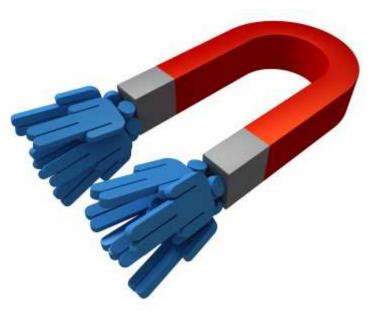
#### **Two Parts To This Presentation**

- ➡ 1. How to make your Linkedin profile more powerful.
  - 2. How to use LinkedIn to get what you want.



#### Create a career "magnet" LinkedIn profile

- Create a career "magnet" profile.
- Show people what you have to offer
- Provide proof of what you can do
- Make it easy to contact you.
- Make it easy to find you on LinkedIn
- Be completely professional and consistent
  - Everything that you do on LinkedIn brands you
- Keep it fresh with updates
  - Perhaps as often as a couple of status updates per day



#### Creating A Powerful Profile: Headshot

- According to LinkedIn, profiles with professional photos receive 21 times more profile views and 9 times more connection requests.
- If you don't have a profile picture, people are going to think that you account is just a bot account.
- Make sure that you are smiling in your photo and that it's up-to-date (no shots from 10 years ago!)
- Obviously dress like the job that you are going for...



Jim Anderson 🗭 Empowering Future Tech Lear Technology, and Cybersecurit Department Director Ideal image size: 400px x 400px

#### Creating A Powerful Profile: Create A Professional "Headline"

- Anytime you post anything, anywhere in LinkedIn it's going to show your name and your professional headline: you have 220 characters.
- Let people know:
  - You are looking for work
  - Showcase your value proposition
  - Include industry specific keywords and phrases
  - "Currently seeking an opportunity to use my 10+ years in web design to help a company to reach more people."
- Answer the question:
   "Who are you as a professional?"
- Use free AI headline generator: https://www.copy.ai/tools/linkedin-headline-generator



#### Jim Anderson 🛛

Empowering Future Tech Leaders in Computer Science, Information Technology, and Cybersecurity | University Associate Professor, Department Director

#### Creating A Powerful Profile: About Section

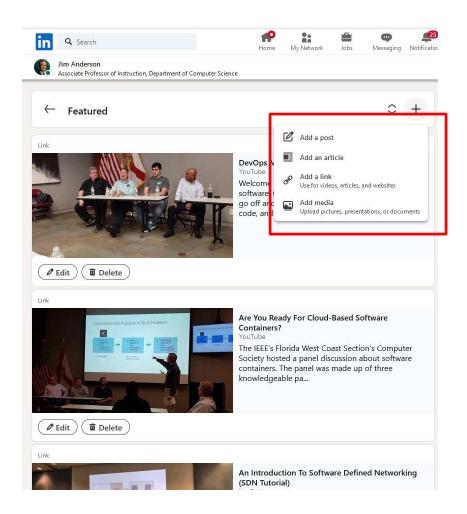
- This is where you put your "job hunting ad": only shows the first 256 character before "click to see more"
- Start with a strong opening sentence notable achievement
- Share your "why" what drives you in your profession.
- Highlight your key accomplishments just a few.
- Keep it reader friendly short paragraphs, bullet points.
- End with a call to action invitation to connect.
- Create in Microsoft Word so that you can spell check it then cut & paste to LinkedIn
- Add an "expertise" section where you list your skills so that they will show up on searches!
- 85% of people read the first line, 32% of people read the entire summary, 56% of people like reading "fun facts" about you.

About
YOU NEED A PROFESSIONAL HYBRID PRODUCT MANAGER ON YOUR TEAM!
Do you want your product to become a success? Read on!

2,000 characters can be used for each description



#### Creating A Powerful Profile: Features



#### Creating A Powerful Profile: Add Your Experience

- You are going to want to be able to stress your contributions and your accomplishments.
- Begin each section with your **most significant achievement** and quantify the results if possible.
- Use action verbs: "lead", "managed", "designed", "implemented"
- Include relevant keywords to boost your profile's ability to appear in searches.
- Add media: presentations, videos, web links to showcase your experience.
- Include a headline tailored to the position.



#### Creating A Powerful Profile: Current Position

- If you are in between jobs you can put:
  - "Consultant"
  - Volunteer Position
  - "Seeking opportunity to help a company with project management"



#### Creating A Powerful Profile: Education

- It was a while ago, but still it can make you stand out.
- Always list your most current degree first.
- Add school, degree, area of study.
- If degree was a long time ago, feel free to remove the dates.
- If you want to add you can add both skills and media.

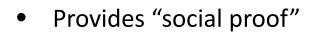


#### Creating A Powerful Profile: Skills & Endorsements

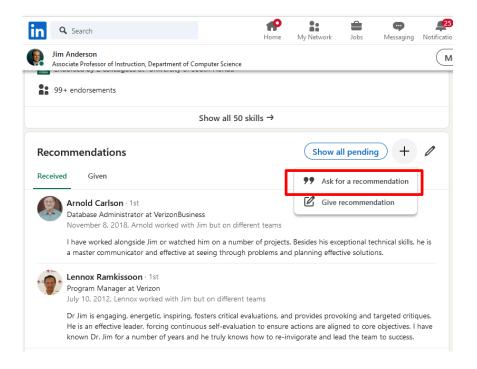
- Emphasizes your professional abilities.
- Social proof of your competences.
- Only list the most relevant skills LinkedIn allows you to list up to 50 skills.
- You can reorder your skills make the most valuable be at the top!
- Some skills may become obsolete and you need to prune your list.
- Ask peers who worked with you to endorse you.
- LinkedIn will give you search results credit for up to 5 skills that you <u>also</u> have recommendations for.
- The more endorsements you have, the higher you will show in search results.



#### Creating A Powerful Profile: Recommendations



- Can only get recommendations from 1<sup>st</sup> level LinkedIn connections
- You can ask people to recommend you.
  - Send them an email remind them what to say



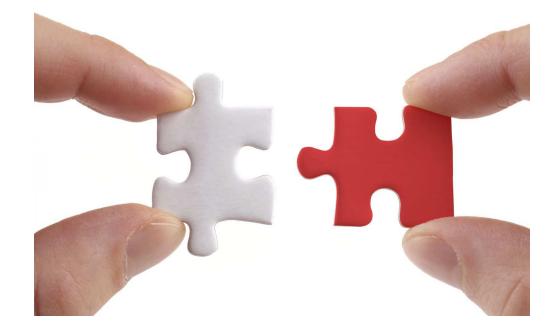
#### Creating A Powerful Profile: Background Photo

Background photo		×
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		Dr. Jim Anderson Associate Professor University of South Florida
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Zoom — O	Straighten	+
Delete photo		Change photo Apply

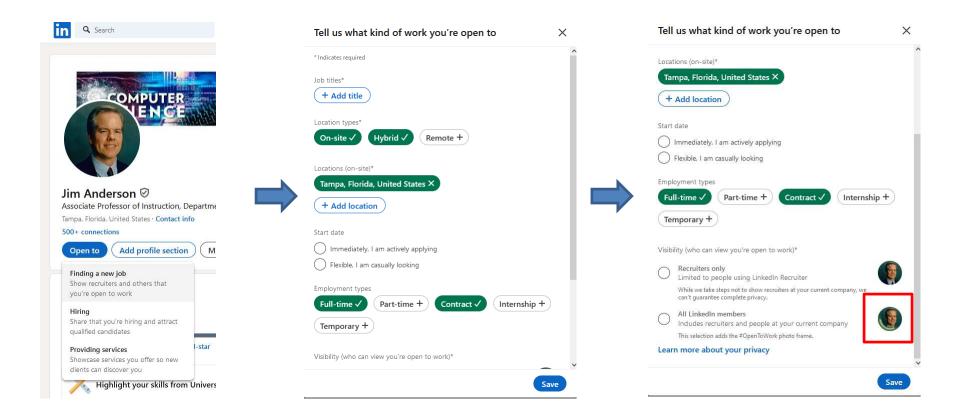
- Your LinkedIn background photo acts as a cover image for your page.
- Recommended dimensions are 1584 pixels wide by 396 pixels tall. Note: you have about 1,000 pixels to tell your story.
- <u>Secret tool</u>: Go to Canva site, and create a LinkedIn background https://www.canva.com/crea te/linkedin-banners/

#### Two Parts To This Presentation

- 1. How to make your Linkedin profile powerful.
- 2. How to use LinkedIn to get what you want.



#### Looking For A Job



#### 3 Places To Put Your "Keyword"

- 1. Professional headline
- 2. Current position
- 3. Past position

1<sup>st</sup> 3 places where LinkedIn looks when someone does a search

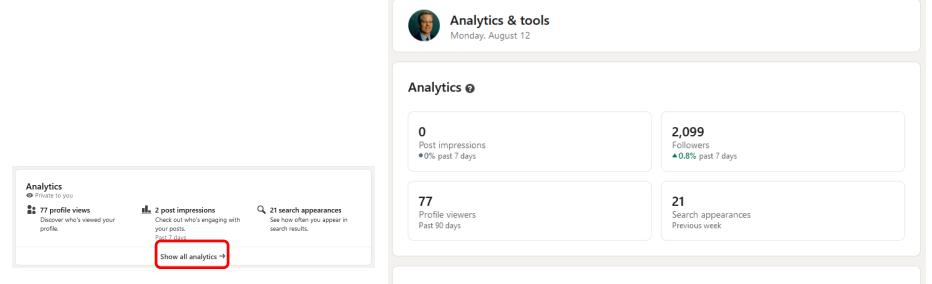


## **Optimizing Your Profile**

- Add key words to your profile
  - Whatever you think that a recruiter would be using to search for a candidate to fill a position
  - Place keywords in the 3 places
- Pretend that you are a recruiter
  - Go to people search, type in the skill that you have, who comes up and why?



#### **Check Out Your Visibility**



#### Weekly sharing tracker

Increase your visibility by posting, commenting, or contributing to collaborative articles. We suggest taking 3 actions every week.

Aug 12-18		
Aug 12-18 1 of 3 a	ctions actions to achieve the weekly sharing goal.	
lake 2 more	actions to achieve the weekly sharing goal.	
nact	0 comments	0 contributions
post	0 comments	0 contributions

#### 7 Ways To Find The Perfect Job On LinkedIn

- 1. Build your network
  - LinkedIn is only as powerful as the # of people in your network.
- 2. Search for people who can hire or refer you
- 3. Contact the people who can help you
- 4. Search the paid job postings for your perfect career
- 5. Extend your reach and opportunities with groups.
- 6. Build a job hunting pipeline with Companies.
- 7. Find places to meet hiring managers



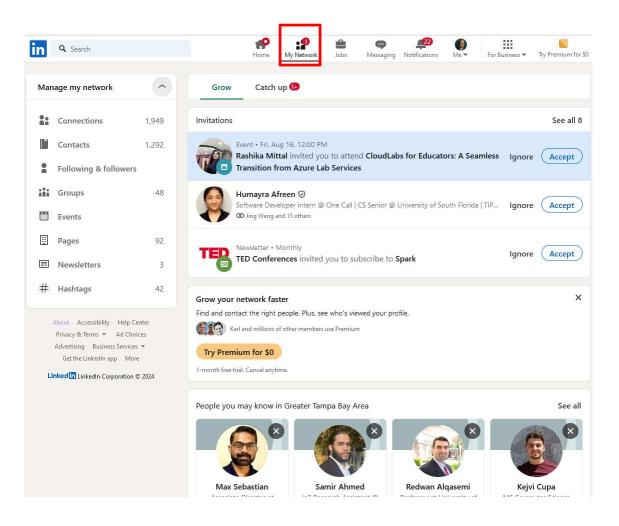
## #1: Build Your (Huge) network

- The more people that you have in your network, the better connected you will be to people who may have a job for you.
- The more they can look at your profile, the more profiles you can look at.
- People can see how many connections you have LinkedIn stops counting at 500
  - Hiring managers will see you as being social media savvy

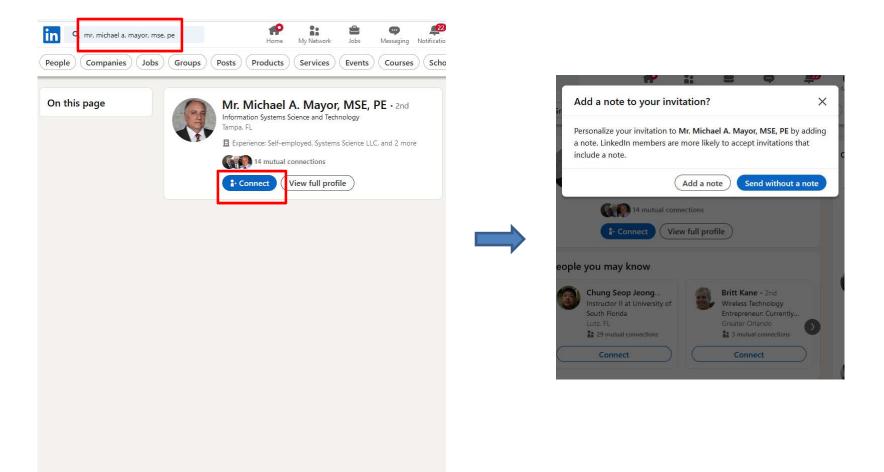


Jim Anderson Associate Professor of Instru Tampa, Florida, United States · Co 500+ connections

#### Manage My Network



#### **New Connections**



## #3: Search for people who can hire or refer you

- Grow your network so that you have lots of people to search
- Don't worry about connecting to people that you don't know
  - Spamming is not a problem on LinkedIn
- Premium account gives more search options
- Free accounts limit you to 100 search results



# #3: Contact the people who can help you

- Direct contact: first levels
  - You can contact these people directly



- Direct contact: InMails
  - Send messages directly, without waiting for an introduction from one of your contacts (called "InMails"), which the site says get a 30 percent response rate
  - 5 InMails / month with a paid LinkedIn account
  - 2 higher levels of LinkedIn accounts that give you more Inmails
- Direct contact group members
  - Join a group that the person that you want to contact belongs to because then you can direct message them
  - You can join 50 groups in the industry that you are in
- Via introduction: use a 1<sup>st</sup> level to provide a 2<sup>nd</sup> or 3<sup>rd</sup> level connection
- **Open Profile** feature allows other LinkedIn members to message Premium members for free, without using InMail messages.
  - Indicated by little circle of colored dots in upper right corner of profile



### #4: Search the paid job postings for your perfect career

- Find a job in the paid job listings
- "Jobs You May Be Interested In" on right side of your LinkedIn home page
  - Matched to your profile
- Apply right through LinkedIn or through a link to their job page
- See who in your network works there
- Reach out to the hiring manager or recruiter



#### Search for Jobs

- "Jobs" on main menu bar
  - Lists jobs for you based on your profile
- Information provided on recruiter who posted the job
- Information provided on people in my network who know the recruiter
- Can do an advanced search on jobs
  - Pick keywords and location
  - Upgrade to pick salary levels



## #5: Extend your reach and opportunities with groups

- Joining groups helps you to build your reputation ... and your network.
  - 50 groups x 1,000 people/group = 50,000 people
  - Lots of job listings in groups
- Job groups
  - Full of recruiters
- "Jobs" tab inside of group jobs from group members!
  - Probably not on a job board yet (costs \$600)
- Start your own group!



### Select "Groups"

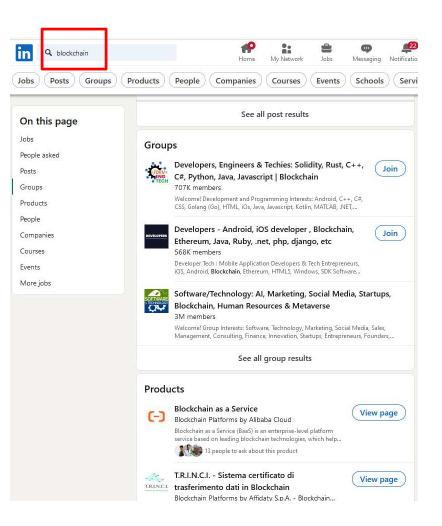
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Home My Network Jobs		s 🔻				
Visit More LinkedIn Products	Explore more for business					
Sell	Hire on LinkedIn Find, attract and recruit talent					
Groups	Sell with LinkedIn Unlock sales opportunities					
Talent Insights	Post a job for free Get qualified applicants quickly					
Post a job	Advertise on LinkedIn Acquire customers and grow your business					
Sales	Learn with LinkedIn Courses to develop your employees					
Services Marketplace Marketing	Admin Center Manage billing and account details					
Ø Advertise	Create a Company Page +					
Learning						
▶ Learning						

#### Display List Of Groups That You Belong To

n a	Search	Home	My Network	<b>J</b> obs	<b>O</b> Messaging	<b>R</b> Notificat
Your gro	pups Requested				Create gro	up
AD.	The Accidental Product Manager 58,470 members					•••
	The Cloud Professionals Networking Group 1,545 members					•••
BRAND	BrandGurus 3,947 members					••••
Constructions	The Green Data Center Alliance 25,155 members					•••
DCOM	Data Center Operations Management 14,399 members					•••
	Data Center Operations and Management 18,843 members					•••
LinkedEnergy	Energy Efficiency Expert 54,402 members					
	Product Management 151,390 members					•••
<b>¢IEEE</b>	The Official IEEE Group 29,177 members					•••
Ð.	Technical Product Manager 33,891 members					•••
cloudstack	CloudStack Users Group					

#### Search For Groups



## #6: Build a job hunting pipeline with Companies

- 67M+ companies on LinkedIn
  - Many have company profiles
  - Many have career boards
- Follow companies that you are targeting
  - Provides you with a feed of everything that is happening at that company
- Research companies and your connections who work there
- Search job posts
- Become an insider with information gathering
  - Read the profiles of people who work at the company
  - Read blog posts
  - Read LinkedIn activity

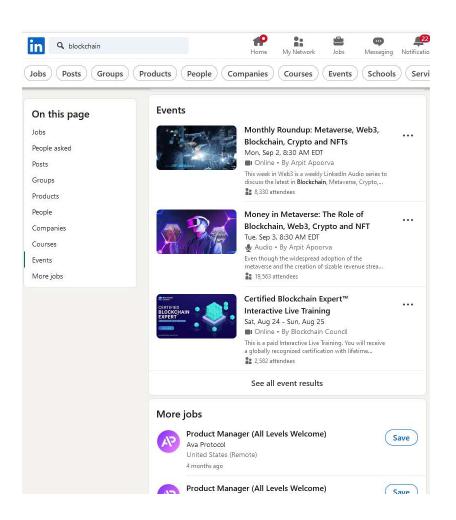


### #7: Find places to meet hiring managers

- Located as a part of a search result.
- Use Events to find:
  - Job fairs
  - Networking events
  - Open houses
  - Search by location



#### **Upcoming Blockchain Events**



## Wrapping Things Up

- Company job boards only hire 3% of the people who use them.
- When asked, 8% of people have said that they found their last job when they got contacted by somebody on LinkedIn even if they were not looking.
- These days LinkedIn is THE way to find both people and jobs.
- Your LinkedIn profile is your calling card make sure that it speaks well of you.

