**Your Network of Contacts**

Networking is an important strategy for tapping the hidden market/jobs that may not necessarily be advertised. In preparation for networking, complete this inventory.

Think about everyone you know. Write down all their names and let them know you’re searching for a job!

|  |  |  |  |
| --- | --- | --- | --- |
| Relationship | **Contact Name** | **Phone & Email** | **Notes:** |
| **Relatives** |  |  |  |
| Spouse/partner |  |  |  |
| Mother |  |  |  |
| Father |  |  |  |
| In-Laws |  |  |  |
| Sisters |  |  |  |
| Brothers |  |  |  |
| Children |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| **Previous Employment** |  |  |  |
| Former Employer |  |  |  |
| Human Resources Managers |  |  |  |
| Colleagues |  |  |  |
| Customers/Clients |  |  |  |
| **Religious Affiliations** |  |  |  |
| Fellow Members |  |  |  |
| Religious Leaders |  |  |  |
| Teachers |  |  |  |
| *Other* |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Relationship** | **Contact Name** | **Phone & Email** | **Notes:** |
| **Education** |  |  |  |
| Classmate |  |  |  |
| Classmate |  |  |  |
| Classmate |  |  |  |
| Teacher, Professor |  |  |  |
| Teacher, Professor |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| **Outside Activities** |  |  |  |
| Club Members |  |  |  |
| Social Groups |  |  |  |
| Sport Activities |  |  |  |
| Athletic Clubs |  |  |  |
| **Other Relationships** |  |  |  |
| Neighbours |  |  |  |
| Friends |  |  |  |
| Customers/Clients |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |
| *Other* |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Relationship** | **Contact Name** | **Phone & Email** | | **Notes:** |
| **Public Service/ Charities** |  |  | |  |
| Chamber of Commerce |  |  | |  |
| Volunteer Coordinators |  |  | |  |
| Volunteer Associations |  |  | |  |
| Members of special interest groups |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| **Service Providers** |  |  | |  |
| Hairdressers |  |  | |  |
| Small business owners |  |  | |  |
| Spa, Massage Therapists |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| *Other* |  |  | |  |
| **Online Networking Groups** |  | |  |  |
| Linkedin.com |  | |  |  |
| *Other* |  | |  |  |
|  |  | |  |  |