



# Illinois Career Information System - Job Seeker

*by Vicki Niederhofer*

**A**re you tired of moving from job to job? Are you considering a career change? Are you ready to plan for a better future? The Job Seeker version of the Illinois Career Information System (CIS) is for you and it is free!

Get started by creating your portfolio, your personal account to save and manage your career plan. There is no charge for your CIS portfolio and it will

be there when you need it, provided you access it once a year.

Learn about your interests, skills, and goals and how they relate to your career plans. CIS Jobseeker provides ***Reality Check***, a fun budgeting tool, to determine what your salary requirements will be to earn your way to your lifestyle choices. The ***Interest Profiler***, ***Career Cluster Inventory*** and other assessments help you investigate and compare

occupations and decide which one is for you before you enroll in classes or training programs. Research your options, set your goals and make plans for your vision of success. Save your career plan and keep your eyes on the pathway to your chosen field. Learn how to make SMART goals and achieve them.

CIS Job Seeker generates résumés, at no cost. Simply enter your education and work history, references and create

a résumé automatically. With our user-friendly tool, you can develop a résumé with ease, with your choice of five types from which to choose. Easily save important job search documents in one place. Access the portfolio from your phone when opportunity knocks unexpectedly and print a resume on the spot.

No computer or internet connection? No problem. The Illinois workNet Center near you has computers for you

to use free. What are you waiting for?

***Next month: Career Plan and Why I Need One Forever.***

The Illinois Career Information System – Helping you plan your career | Visit us at [ilcis.intocareers.org](http://ilcis.intocareers.org).

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Much of CIS is available in Spanish.  
Gran parte de la CIS está disponible en español.