



Office of Career and Professional Development

Student Academic Affairs

Published on *UCSF Career* (<https://career.ucsf.edu>)

Home > PhDs > (NAC) Non-Academic Career Path > NAC: Organizing & Preparing for a Job Search

Organizing and Preparing for a Job Search

A wide range of jobs are available for PhDs in non-academic sectors and in industry. Once you're ready to search for job opportunities, find articles and resources below to help you locate companies and opportunities.

Getting Started

In order to job hunt effectively, it's essential to know the job application process used in non-academic sectors. For example, do you know the difference between Human Resources and the Hiring Manager? If not, start by reading about Job Search Strategies - download slides

Job Hunting Strategies Part I.pdf ^[1]

Check out resources from our biotech industry researcher workshops ^[2] to get started on your job search.

A. Networking

Roughly 75% of jobs in these highly specialized fields are found through direct contacts that scientists make themselves, via networking. We recommend you use both strategies below:

- Read ScienceCareer's Step-by-Step Networking Protocol, Part I ^[3] and Part II ^[4]
- Read Seeking Work in the Social Net ^[5] at ScienceCareers

Using LinkedIn to find positions and connect with professionals

- Learn how to use LinkedIn to find positions ^[6]at Sproutsocial
- Read tips for creating your LinkedIn profile ^[7]
- Tips for contacting strangers on LinkedIn about a job ^[8]

B. Dual-Career Search

Are you in a dual-career search and not sure what challenges and advantages you may face when starting your search or negotiating a position?

- Read more in The A to Z of Dual-Career Couples ^[9] (an article from The Chronicle of Higher Education)
- Check out resources and a job search engine for dual-career couples ^[10] (from Higher Education Recruitment Consortium)

C. Job Boards for Industry Careers

- Sciencecareers.org ^[11]
- Nature.com ^[12]
- Sciencejobs.com ^[13]
- Biospace.com ^[14]
- Bio.com ^[15]
- HigherEdJobs ^[16]
- Chemical and Engineering News ^[17]
- Monster.com ^[18]
- Medzilla.com ^[19]
- Craigslist.com ^[20]
- The Scientist.com ^[21]

Know of another useful job board we should feature? Email us ^[22].

Next Steps

Are you clear on the strategies you'll need to locate job opportunities?

If so, go to the next step: CVs, Resumes, and Cover Letters ^[23]: Learn strategies for reading a job description and tailoring your application materials.

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Links

- [1] https://career.ucsf.edu/sites/career.ucsf.edu/files/Job%20Hunting%20Strategies%20Part%20I_1.pdf
- [2] <https://career.ucsf.edu/industry-researcher-series>
- [3] http://sciencecareers.sciencemag.org/career_magazine/previous_issues/articles/1998_08_07/noDOI.107756657410
- [4] http://sciencecareers.sciencemag.org/career_magazine/previous_issues/articles/1998_09_11/noDOI.338178018030
- [5] http://sciencecareers.sciencemag.org/career_magazine/previous_issues/articles/2011_09_09/caredit.a1100092
- [6] <http://sproutsocial.com/insights/2012/03/how-to-find-job-linkedin/>
- [7] <http://bit.ly/LinkedInprofilehowto>
- [8] <http://www.careerealism.com/tips-networking-strangers-linkedin/>
- [9] <http://m.chronicle.com/article/The-A-to-Z-of-Dual-Career/128096/>
- [10] http://www.hercjobs.org/dual_career_couples/index.html
- [11] <http://sciencecareers.sciencemag.org/>
- [12] <http://www.nature.com/naturejobs/index.html>
- [13] <http://www.sciencejobs.com/splash.action>
- [14] <http://careers.biospace.com/jobs/Public/PublicSearchJobs.aspx>
- [15] <http://biocom.biospace.com/>
- [16] <http://higherjobs.com>
- [17] <http://chemistryjobs.acs.org/jobs>
- [18] <http://www.monster.com/>
- [19] <http://www.medzilla.com/cgi-bin/searchjobs>
- [20] <http://sfbay.craigslist.org/sci/>
- [21] <http://careers.the-scientist.com/>
- [22] <mailto:Bill.Lindstaedt@ucsf.edu?subject=website%20suggestion%3A%20job%20board%20for%20non-academic%20jobs>
- [23] <http://career.ucsf.edu/cvs-resumes-cover-letters>