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10 Possible Reasons You Were Not Selected for an Interview

If you were unable to land an interview, here are some factors to explore:

1. **Were you qualified for the job?** How closely does your background match the qualifications for the job?

2. **Was your application complete?** Did you provide all the information required on the job application?

3. **Did you make a mistake on your application?** Were dates of employment correct? Did you leave off any information that should have been included? Some employers verify your information before they call you for an interview.

4. **Did you target your resume?** Does your resume showcase skills and accomplishments related to your target job?

5. **Is your resume organized and contain Key Words?**

6. **Is your cover letter targeted?** Does it make clear you possess the desired skills?

7. **Is your cover letter long enough?** In most cases it should be 3-5 paragraphs, with none of the paragraphs longer than 8 sentences.

8. **Are all your documents error free and well written?** Have others proofread your resume and cover letter?

9. **Did you mobilize your Network?** Any contacts within your target employer who can put in a good word for you?

10. **What did your references say?**

For more information contact GST Michigan Works! at 800-285-WORKS.