



## CAREER BOUND SUCCESS, INC.

Changing your career can be exciting and stressful at the same time. Focusing your energy in the right direction can make the transition easier in finding a career in line with your passions and goals.

### Top Tips for Changing Your Career



#### 1. Assess Whether it's Time to Make a Change:

- Am I motivated and happy?
  - Do you look forward to going to work?
- Am I learning?
  - How much has your knowledge and skill set changed since you started your job?
- Am I doing meaningful work and valued for my contributions?
  - Does your work advance organizational goals and are you visible?
- How does work fit in with other aspects of my life?
  - Is your job meeting your desired work/life balance?
- Am I fairly compensated for my work?
  - How does your salary and benefits compare with similar jobs?

#### 2. Rebrand Yourself:

- Leverage your unique selling proposition.
  - Determine what differentiates you from others seeking similar roles.
- Determine how you want to be perceived and strengthen your image.
  - Boost your presence on social media by posting about topics that support your personal brand.
- Update your resume and LinkedIn profile.
  - Include new skills and experience that you have gained through your

previous job.

### 3. Research & Network:

- Learn more about the industry you'd like to join.
  - Find out if there are specific skills or certifications needed to attain a job in that field.
- Create and contact a list of professionals in your targeted industry.
- Attend seminars and workshops focusing on your field of interest.
- Volunteer.
  - If you have left your previous job, volunteering is a positive way to fill the gap on your resume while also meeting new people and building additional networking contacts.

### 4. Stay Focused & Motivated:

- Maintain productivity.
  - If you are still at your current job or have left, make sure to remain productive by engaging in job search activities.
- Hold yourself accountable with written goals that you can review on a weekly basis.
  - Continue to push yourself with challenging but achievable goals.
- Stay motivated.
  - Entering a new career field can take time and effort, don't give up!

## Jumpstart Your Job Search



Discover your competitive advantage by collaborating with Arlene Newman, President of Career Bound Success, and her team.

We work with professionals at all levels and across all industries, providing them with strategies to successfully land jobs!

In addition, we work with companies to provide **Corporate Outplacement**.

With one-on-one coaching, we develop personalized strategies to achieve career success.

Our services include:

- Career Direction
- Resume Preparation
- Personal Branding
- Online Image
- Networking Strategies
- Interview Training
- Salary Negotiations
- Corporate Outplacement

**And More!**

[www.CareerBoundSuccess.com](http://www.CareerBoundSuccess.com)

[info@careerboundsuccess.com](mailto:info@careerboundsuccess.com)


Tel: 212-288-7566

Career Bound Success, Inc.  
70 East Sunrise Highway, Suite 500

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Career Bound Success, Inc. | 70 East Sunrise Highway, Suite 500, Valley Stream, NY 11581

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