



## CAREER BOUND SUCCESS, INC.

When it comes to your job search, there is a delicate balance between actively searching and sharing too much. Especially if you are employed while looking for a new opportunity, you want to be discreet.

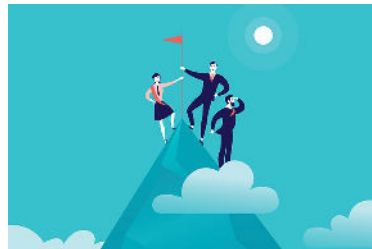
Here are 8 tips to carefully search for new positions while currently working.

### 8 Tips for Maintaining Discretion in Your Job Search



1. Minimize what you share with coworkers and colleagues.
2. Do not post your interest for a new job on social media.
3. Network selectively, being cautious of who you contact so that your job search doesn't get back to your current employer.
4. Work confidentially with a few recruiters that can help you find an opportunity.
5. Be careful making significant changes on your LinkedIn profile to avoid obvious indications of your job search.
6. Set aside dedicated time for your job search outside of your current working hours. Be aware that using company resources, while looking for new opportunities, can show up on electronic records and tracking software.
7. Schedule interviews during breaks and your time off.
8. Avoid responding to blind job postings since you run the risk of answering your current employer's ad.

## 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!

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