

Changing Careers

6 Reasons you should consider a career change

- **Your Life Has Changed:** When you chose your career your life may have been different than it is today. For example you may have been single then and now you have a family. The crazy schedule or the frequent travel that is typical of your career may not suit your new lifestyle. You should look for an occupation that is more "family friendly."
- **The Job Outlook in Your Field Has Worsened:** Things looked promising for your field when you entered it. Due to changes in technology, the economy, or the industry you work in, job opportunities are no longer plentiful. You should look for an occupation that has a better outlook.
- **You Are Experiencing Job Burnout:** Once upon a time you loved going to work everyday. You no longer feel that way. You can't stand doing your job anymore and changing employers hasn't helped. It could be time to find a career that will inspire you.
- **Your Job is Too Stressful:** Some occupations are inherently stressful. After a while the stress can become too much to handle. To preserve your mental and physical health, you may have to find a career that is less stressful.
- **You Find Your Work Boring:** When you did your initial research, the occupation you ultimately chose had a lot of advancement opportunities. Now that you've been working in that field, you've climbed as far up the ladder as you can go, and you miss the challenges you once faced. A career change can provide you with the challenge you crave.
- **You Want to Earn More Money:** You may be surprised to learn that money isn't at the top of the list when it comes to job satisfaction. Therefore, don't be surprised if a career that will bring you higher earnings isn't one you will find particularly satisfying. That said, if other reasons are leading you to consider a career change, higher earnings should be something you consider when you choose a new career.

Transferable Skills

What are transferable Skills?

Transferable skills are the skills you've gathered through various jobs, volunteer work, hobbies, sports, or other life experiences that can be used in your next job or new career. In addition to being useful to career changers, transferable skills are also important to those who are facing a layoff, new graduates who are looking for their first jobs, and to those re-entering the workforce after an extended absence.

How to Identify Your Transferable Skills

The job titles you've held may tell little about what your actual jobs entailed. In other words, formal job descriptions are often very different from reality. That is why it's important to dissect each job you've held in order to discover what skills you actually used to do that job. If you are re-entering the workforce or entering it for the first time you'll have to look at your life experiences to get this information.

Find Out How You Can Use Your Transferable Skills

When making a career change you should do a thorough self assessment to determine what career is most suitable for you. Part of this self assessment involves finding out what careers best utilize your skills. To learn about various careers and what skills are required you can do the following:

- Gather occupational information using Web resources.
- Read job descriptions in help wanted ads.
- Contact professional associations.

Selling Your Transferable Skills to a Prospective Employer

You've identified your transferable skills. You know where you can use them. Now you have to convince potential employers. Simply presenting your job titles on your resume won't do the trick since those titles track your old career path. One way to do this is to write an objective that tells which skills are applicable to the position you are seeking. The other way is to write a skills-based resume — either a functional or combination resume. A functional resume describes each of your skills. A combination resume combines a functional resume with a chronological resume, listing your work experience in addition to your skills.