

## **THE 4 THINGS YOU CAN ALWAYS TAKE WITH YOU**

Towards the end of each year, it seems to be a favorite news subject of journalists to list things such as the Top Ten stories of the year. While going back through our Candidate articles of the year, I found one that bears repeating. It may be both timely and important enough to more or less repeat the article. The real key is that we often get resumes that look more like a job description than an accounting of accomplishments. The bottom line is, your target audience that will read your resume doesn't want to know what you were supposed to do. They want to know what you did! This article may help refresh the concept of keeping track of what you accomplish along the way, so pardon me if we repeat an important article.

### **The 4 things you can always take with you!**

Naturally, most of us don't think about our next job just every day, but if you had to, are you prepared for a change if something suddenly happens in your employment status? Let's face it, job security is a thing of the past if it every really existed to begin with. The reality is, unless you own the company, you simply can't control what happens with regards to ownership. Companies get bought, merged and sold all the time. As a result, sometimes good people find themselves on the outside looking in. To add insult to injury, the new ownership and or management group never even considers your contribution to the company in the past. Is this fair? Of course it is! It is the golden rule; he who owns the gold makes the rules! So, with that cold slap in the face being said, what do you do about it? How do you make the best of an uncomfortable situation? What follows here are some suggestions to consider. There are 4 things that you can always take with you when it's time to move on, whether you're asked to or do it on your own accord or not.

1. You can and do take the skills you have learned and sharpened with you. This can be product knowledge, selling skills, marketing skills, supervisory or management experience; the list goes on and on. The question is, did you really develop any skills while you were there? If you did, it is always a good idea to keep an inventory of the skills you have honed. There is a short term for this inventory and it is called "building a resume". Taking inventory on a regular basis whether it be quarterly, semi-annual or annual is a very good idea. Further, if you're honest with yourself, this activity will bring some awareness on what you might need further work on. Quite frankly, we all have things we can work on to

get better. Knowing your strong skill set, can help you a great deal when it's time to move your career to the next opportunity.

2. You can take your contacts with you when you leave as well. It is always a good idea to build as many relationships with people within your chosen industry as possible. We've always been amazed at people that are so competitive that they refuse to even talk to other people (peers) within their industry. When the tough times come, and they will, these people are on a very small island...not a good feeling or a good strategy. A good way to look at some of these contacts is to view some of them as your good potential references, so it is a good thing to occasionally make sure they will stand ready to comment about you when the time comes.
3. You can take your experiences with you when you take the next step. Provided you have been in said position for any length of time and attempted to do something while you were there, you should have gained some experience. What was it? Good or bad experiences are both good in that they teach us things. The trick is, you have to be willing to learn. Good advice here is to keep track of your experiences and make them part of who you are going forward...because it is part of who you are. Also, develop the ability to distill your experiences and skills into potential benefits you will provide your next employer. Potential employers want to know what you have done that was meaningful. What did YOU do that moved the dial? Put yourself in position to elaborate on your experiences. This is a very important point because what the potential employer really wants to know about you is what will you be able to do for them going forward. The best way they can determine that is to find out just what benefits did you bring your previous employer. That gives them an idea of what they can expect, but that is only part of the equation.
4. You can take a good attitude with you. We know a good attitude when leaving an employer can be tough to muster. But there is a good and bad to everything. Focus on the good. Here is an important point. The people you interview with next, don't want to hear how bad it was over there, so don't go there! They may think that if you had this attitude with company X, that they have respect for, just how long it might be before you start poisoning their organization. People like people to have a healthy outlook on things. They want to see people who may bring solutions to them that will help fix their problems; they don't need you to bring more problems to them. Remember, attitudes are contagious!

Well, there you have it, it's not rocket science, but you would be surprised at how many people decide to move on and can't articulate anything of value from their previous employment. So our advice is for you to keep track and keep a good perspective. No

matter where you go or who you turn to for help, having these thoughts in mind and your past documented always gets things off to a better start.

