

BEST

LTD

EMPLOYMENT

You can't do better.

CAREER

Career Planning



Plan Your Career

Whether you're re-entering the workforce, making a career change or looking for another job opportunity, it is important to plan it out. Failure to plan could land you in a job you don't enjoy and can make you very unhappy. But this is avoidable, after all it is your life and you are in control.

People change careers much more often than they use to- the average Australian will have up to seven career changes in their lifetime. With more career opportunities than ever, it's important to know what career is the right fit for you.

There are four steps to help you on your way.

Four Step Planning Process

Step One: Knowing Yourself

Its important to know you- your interests, skills and values, your wants and needs. Think about where you are at, where you want to go and how you are going to get there.

Step Two: Finding Out

Starting a new job can be daunting. Commencing a new career can be overwhelming. Give yourself the best possible chance and research and assess your next career move.

Explore the occupations and learning opportunities on offer and find out what interests you.

Ask yourself:

1. Job description?
2. What are the working conditions?
3. What are the personal requirements?
4. What skills do I need?
5. What career opportunities are there?

Keep an open mind, research the company, the industry and see if the job would fit in with your life and aspirations.

Step Three: Making Decisions

You have done the research and explored the work and study options- now is the time to decide the right option for you.

Pick your top three options and compare them to you skills, interests and what is important to you. This will help you compare your choices.

NOTE: A pros and cons list is a helpful tool.

Once you have decided take action!

Step Four: Taking Action

This is where is all comes together, and its exciting!

Deep breath.

Be confident in understanding yourself, your research and your career plan and move forward with your new position!

Good luck!