



CAREER CHANGE GUIDE





Here is your Work It Daily Career Change Guide.

These are the 7 things you must do before you start making a career change.

To leverage this guide to the fullest you'll want to subscribe to our [career growth club](#) so you can have access to our career coaches, courses and templates, resume and LinkedIn profile reviews and more. Our club can help you navigate your career change with ease and get you into a job you're really excited about. [You can click here to get a special discounted price on our memberships.](#)

Have additional questions? Aren't sure if we can actually help you?

Feel free to reach out to our customer support team via email at [**support@workitdaily.com**](mailto:support@workitdaily.com)

Changing careers can be scary...

The good news is that people do it everyday. Many people have done it successfully for years.

So, take a deep breath... it's going to be okay!

Before you jump ship on your current career, though, there are a few things you should do to prepare...

#1: UNDERSTAND WHY YOU WANT TO CHANGE CAREERS

Take some time to reflect on your current career path.

What exactly are you trying to get away from?

What exactly is missing?

If it's something that can be changed simply by finding a new job at a new company within your current industry, you want to know that before you move forward with this big life change.

#2: EXPLORE WHAT'S OUT THERE

There are tons of jobs out there that didn't even exist five years ago. Plus, there are jobs you've never even heard of before.

EXPLORE! Find something that gets you excited. Think about activities that interest you.

You can go to career fairs, do online research and talk with people about their jobs to learn what kinds of paths you could take.

#3: INVENTORY YOUR SKILLS

Transferable skills are skill sets that apply to a wide variety of jobs.

For example, project management, budgeting, and customer service are all transferable skills.

When you're changing careers, leveraging your transferable skills is critical to your success.

#4: FIGURE OUT WHERE YOU NEED TO UPSKILL

While you'll likely have some skill sets that will transfer over to another career, chances are that you'll need to upskill in some areas.

After you've taken inventory of your transferable skills, figure out what you're missing in terms of experience, then find a way to gain those skills.

#5: TARGET YOUR RESUME

In order to make your career change easier for yourself, make sure you're customizing your resume for each job to which you're applying.

This will allow you to bring in targeted keywords, skill sets, and experience that will impress employers.

#6:
**MAKE NETWORKING A
TOP PRIORITY**

When you decide to move into a new career, you need people to advocate for you. They can help show employers you have what it takes, even if you haven't worked in the field before.

Your network can also give you advice and introductions that will help you move forward on your journey to a new career.

#7: RESEARCH SALARIES

Chances are, you're not going to be making the same salary as you did in your last career.

In order to stay competitive with the other candidates, you need to know the going salary for each role you apply for in this new industry.

Otherwise, you risk pricing yourself out of the position before you even get a chance to prove yourself.



You've got this!

If finding a new career path is something you want to do, just make sure you're prepared.

If you need more coaching and support on how to make an effective career change, you may want to consider working with us inside Work It Daily. **We offer personalized support to help you successfully transition in the new career path of your choice.**

[If you choose to join Work It Daily you will get:](#)

- Private **one-on-one** coaching
- **Unlimited** resume, cover letter & LinkedIn reviews
- Limitless **networking opportunities**
- Access to **15+ courses, tutorials and templates**
- **24/7 access** via our app
- **Personalized** job search and career support

If you're ready to start working with us to you successfully change careers, then you can check out our special discounted pricing [HERE](#).