

## **Job Search Tips for Successfully Finding a New Job Later in Life**

Searching for a job can be difficult, but for workers over age 40 or 50 it can be even more daunting and challenging. But certainly not impossible. Below are 10 tips for successfully looking for a job later in life.

### **1). Start your job search right away.**

If you lost your job, start searching for a position as soon as possible before your unemployment runs out. If you are currently employed, continue working at a high level of production at your current position while looking for a new job, rather than quitting and then looking for a new job.

### **2). Networking is important.**

Think about all the people you can contact to help you find great openings that may or may not be advertised. Ask former bosses, coworkers, friends, or family about any openings in the community that they are aware of. Knowing someone at the company you would like to work is one of the best ways to find out about open positions and who to contact regarding the opening. Requesting a direct referral from your case manager to one of the employer partners who work with the NorthCentral FSET region is a great way to get a foot in the door.

### **3). Reset and shorten your resume.**

Remove all references to your age from your resume, including graduation and work history dates. Consider different resume formats, such as a skills-based resume, and limit the length – keep your resume to two pages or less, highlighting experiences from within the past 10 years. Having extended years of experience does not necessarily equate to being over-qualified for a given position.

### **4). Prepare well for interviews.**

Do not mention your age or the interviewer's age during your conversation. Explain any gaps in employment and why you're not overqualified for the position. Express why your experiences and skill set make you the ideal candidate for the position.

### **5). Demonstrate your tech savvy skills.**

If you are familiar with technology and social media, make sure to show your comfortability with these platforms in the interviewing process. Communicate that you are willing to learn even more skills both on-the-job and outside of work.

### **6). Research the companies you want to work for.**

Spend time finding out more about the companies you want to work for, including looking for indications they maintain age-friendly environments. Ask those in your circle

about local companies and view their websites and social media pages to get a better picture about what they are about.

**7). Show you are a team player.**

In addition to showing your individual skills and abilities in an interview, demonstrate to the interviewer how you are excited to collaborate and work with others. Indicate your desire to mentor others and being a positive influence on the team.

**8). Be open to change and new opportunities.**

Don't be too picky in selecting a position you want. Interviews and offers may be fewer. If you think you may like the position, remember that you can always make a move after a year, including additional opportunities within the company. Enjoy your family, help others through the work you do, and become the best person you can be.

**9). Control your mindset and avoid negativity.**

Searching for a new position later in life is not easy, but it does not mean it won't happen. Don't believe otherwise. It is okay to feel frustrated at times, but don't let these feelings overtake you or your search. Keep moving forward; stay positive and let that optimistic confidence shine through in every interview you land.

**10). Know yourself and what makes you happy.**

Take this time to reflect on life and your goals for the future. Seek the guidance of professionals to help you find the path you desire most. Discuss any fear of change with those close to you to help you remain positive and focused on your search.

***Our NorthCentral Programs offices are here to join you in your job search efforts no matter what time it is in your life. Let us answer your questions and support you on your job search journey!***

**Sources:**

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