



Your Complete Career Change Checklist

Reflect on your current position or career path, what are the things you enjoy doing? What are you good at? What would you like to continue in your next career?

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Reflect on your current position or career path, what are the things you don't enjoy doing? What would you like to leave behind after your career change?

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List your three greatest strengths you bring to your position and the workplace.

List three of your professional connections that you can reach out to during your job search.

Write down the things your next job must have for you to comfortably change careers. These are your non-negotiable items.

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List three industries you could see yourself working in

List three job titles you want to target in your job search

List all of the skills, certifications, and technical abilities you bring to your position. These are your transferable skills that you will incorporate into your search.

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Use this space to jot down anything this template didn't cover that is important to your job search

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