

Part 3 - Getting to the interview Stage (this seems a good a place as any)It all about strategic planning.

Key is accepting that this is all new, that you are a service leaver, that you have never been in this situation before! Therefore, approach it like a service person – a strategic military campaign (a planning project).

'Civvy Street' is something you should embrace - it comes to us all and the opportunities are endless. However, you need to be prepared to take advantage of what is on offer around you – which means, you need to know where to look and how to educate yourself on the task ahead. Most won't be getting out for a while, some will be moving on soon. Regardless of what stage you are at, your time is your most valuable commodity and with a little forethought and training you will be ready.

Which way to turn?

There are so many options it is often daunting and difficult to know which way to turn. Finding that focus is often the key to you starting your transition.

If you are not sure which way to turn, try this simple method:

Step 1: Go to www.simplyhired.co.uk - it is free! Add where you live or want to settle and then type in the sectors that interest you. Press filter. A list of jobs will come up and you might think that a few don't interest you at all. However, write down the ones that do - by doing this you are starting to un-filter the sectors that you do not fancy. Very soon you will be down to a few sectors that appeal to you.

Step 2: Start a new search and begin to identify the recruiters - keep a list. You will need these when you start to look for jobs.

Step 3: Look at your own experience and turn this into qualifications. Logistics Management, Management, Health and Safety Management, Facilities Management, Project Management, Leadership, Trade or just old fashioned "Management" qualifications.

Step 4: Start writing a CV for each position type. Not sure what to write? The best place to start is the Job Specs that you have looked at on simplyhired whilst narrowing your search - a CV needs to match the job spec. The more it does the greater your chances of getting through the filters. See earlier post about writing a CV.

Step 5: Create a covering letter - for more information on this see my earlier post.

Step 6: It is time to find work and start going to interviews! Dust off that list of recruiters and call them direct. Call as many as you can. 30 sets of eyes looking is better than your 2 x Mk1 issued ones!

Step 7: Interview Stage!