

Should You Keep Your Job Search Private if You Are Currently Employed?

Many of the people actively searching for a job are currently employed. That creates a number of dilemmas.

- Do you tell your current boss you are looking for a new job?
- Can you use your employer as a reference?
- Can you tell a prospective employer it's okay to check your employment status with your current employer?

In general, it is not a good idea to tell a current employer you are applying for another position. You never know for sure how your supervisor will react because you leaving will cause him or her a problem. Some employers are reasonable and willing to help their employees advance in their careers. *But just as many feel threatened.*

Changing the Dynamics

Once an employer knows you are planning on leaving the company, you risk being treated differently. The job search can take a long period of time and during that time you want to continue working to:

- Full capacity
- Getting raises
- Receiving promotions
- Participating in company activities

When it becomes known that you are looking for a new job, a **threatened employer** may cut you off from the flow of information within the company making it difficult to continue doing your job.

In some instances, the employer may feel that confidential information is at risk and decide your access to information needs to be restricted. In other words the dynamics of your current position could change and not in a good way.

Remember you are going to need References!

When you complete your resume, references should not be on there. Instead, you should have a line that simply says "*references supplied on request*". If the interviewer asks if it is okay to check your references with a current employer, the best response is to say that you would prefer the person wait until the job offer is finalized.

The references you supply to the interviewer should not include your current employer unless you have spoken to them before hand. Instead try to focus on including past employers or supervisors. *Definitely do not let your current employer find out that you are looking to leave through a reference check that you did not warn them about!*

Don't Burn Bridges

Unfortunately, telling your current employer you are looking for a new job could result in the following problems:

- Loyalty is questioned
- Questions could arise as to whether you have used company time to look for a new job

- A negative working relationship could develop between your supervisor and coworkers and you
- If you change your mind about looking for another job, it will be difficult to convince others you have decided to stay
- Security concerns could impact your job performance

There is an old expression that says you should not *burn your bridges*. In other words, by telling your current employer you are searching for a new job, you might ruin the possibility of getting positive references down the road. The fact is that you only need to give **two weeks notice** where you are currently employed once you find another job. Beyond that you have no personal obligation to tell your current employer about the job search.

Some people are using push-technology to feed them information about job possibilities. However you choose to locate possible **position openings**, you need to continue to do your current job to the best of your ability and to treat your current employer fairly.

A word of Caution

Don't broadcast your resume on the internet. Some employers regularly check the internet for employee resumes. And don't give a company **phone number** or **email address**, especially if there is a chance that others in the company would have access to those forms of communication. You don't want a prospective employer emailing your company about your job application and someone else reading it!

Keeping your job search private if you are currently employed is the right decision any way you look at it!

For those looking to expand their job search online, Regal Resumes offers Social Media Optimization. Go to our services page to find out more information.