

## PROCRASTINATION OR FEAR? TAKE THE PLUNGE!

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Procrastination is a terrible thing.

I know because it is one of my biggest demons!

It is so easy to write an email, check the newspaper online, get up, walk around, and then take even longer to return to the writing task at hand. Sometimes an hour goes by. Tiredness? Possibly. Burnout? Yes a real possibility.

However sometimes procrastination can be fear—especially when the person is in the process of a new phase of their life.

I speak in particular of job-hunting; one of the most stressful events that exposes your skills and personality for assessment and possibly even rejection by people you don't even know, and haven't yet met!

It can be very easy to spend a month or more pouring over individual words or phrases in a resume, seeking endless opinions from workmates, friends, and family, and agonizing over the use of one word in favor of another. I'm not talking about fixing up a typographical error or changing a fundamental flaw in the content. I'm talking about the constant refinement of a document that is in essence—just fine. It is often easier to do this than take the plunge and start getting yourself into marketplace and facing the possibility of rejection.

Of course this is understandable! It is daunting sometimes to leave the comfort of what you know for the challenges of the "great unknown." However living in the abstract, concentrating on minute detail and delaying the inevitable, needs to be viewed for what it is: a distraction from your ultimate purpose and a fear like any other that needs to be addressed.

Do you honestly think that a recruiter will pour over that comma? Do you think they really need to understand the systematic chronology of company mergers and takeovers? Do you think they really care if the word "international" is used in favor of the word "global"?

Try if you can to see these fears for what they are and address them. Step outside your comfort zone; remember that a resume like any other document is a "work in progress." If your aim is perfection, you could spend months refining and reviewing—and in the process delay your job search and miss every available dream job along the way.

Don't be afraid to put your toe in the water. The only way you can see what employers or recruiters think of you is to put yourself in the marketplace and throw caution to the wind. If feedback indicates you need to tweak the document later, then tweak it later! But for now, trying to second-guess worldwide feedback and over-analyzing words is just an exercise in the airy-fairy world of the abstract when the real world is beckoning.

Come on! Face that fear, hold your breath, and jump in. The water will be just fine.

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*Gayle Howard was the first Australian to be awarded three resume writing certifications as a Certified Professional Resume Writer (CPRW), Certified Resume Writer (CRW), and Certified Expert Resume Writer. She is also a Credentialed Career Master (CCM) and a Certified Web Portfolio Practitioner. Her work has been featured in more than 20 career books internationally and she is the author of the e-Book "PS You Need a Resume!". You can contact her via email at [getinterviews@topmargin.com](mailto:getinterviews@topmargin.com) or by phone at 61 3 9726 6694.*