

# Age Is An Asset

How many “baby boomers” will keep working past traditional retirement age? Estimates range anywhere from half to the vast majority, with many boomers saying they plan to work because that's what they want to do. Since many experts are predicting a talent shortage once these boomers retire, there will certainly be a demand for experienced workers.

## Advice for Older Workers Looking for a Job

If you're over 40 and unemployed, try these suggestions:

- Keep your skills current. Computer skills are especially important.
- If you've been downsized, look for new work as soon as you can. The longer you're out of work, the harder it will be to find a new position.
- Seek out companies that want older workers. Networking is especially important for older workers because jobs at the senior levels are the least likely to be advertised.
- Consider flexible options that may be advantageous to both you and the employer, such as a compressed work week, flextime, job reassignment, job redesign, part-time work, job sharing, phased retirement, or telecommuting.
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- Be sure your résumé doesn't identify your age.
- Limit your work experience on your résumé to the last 10 to 15 years.

## 10 Positive Characteristics of Older Workers

Many older workers possess valuable self-management

skills which make them attractive candidates to prospective employers. Older workers are often:

- **Dedicated** workers who produce a high quality of work, which can result in a significant savings in cost.
- **Punctual**, arriving on time and ready to work.
- **Detail-oriented, focused and attentive**, adding an intangible value that rubs off on all employees and can save a business thousands of dollars.
- **Good listeners** who make great employees because they're easier to train. Older employees listen carefully because they want to avoid mistakes.
- **Well-organized** and less likely to be a part of this startling statistic: More than a million work hours are lost each year due to workplace disorganization.
- **Efficient & confident**, sharing their recommendations and ideas with management and co-workers.
- **Mature**, having years of life and work experience, creating workers who get less “rattled” when problems occur. Setting an example for

## Have Questions?

Georgia Department of Labor Career Centers are available to assist you with job leads and free access to the Internet, copiers, phones, and faxes.

Locate an office near you at [www.gdol.ga.gov](http://www.gdol.ga.gov).



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other employees is an intangible value many business owners appreciate.

- **Excellent communicators**, knowing when and how to communicate through years of experience.
- **Less costly to employ**, many having insurance plans from previous employers and other sources of income.
- **Experience**, making them more confident in their decisions.

## Retirement - Now What?

For many, retirement age is not necessarily the end of working. It may be a career and lifestyle change, where the retiree has multiple options such as continuing to work (though perhaps at a different pace), returning to school for additional training or education, changing careers, starting a business, becoming more involved in volunteer work, or simply enjoying leisure and travel possibilities.

## How to Find Employers

Whenever you search for employers, follow these tips:

- Ask everyone you know for ideas about employers to research.
- Explore employment opportunities of interest and local industries to identify employers in your area.
- Create a positive image online. Use social media like LinkedIn to network.
- Volunteer your time and service in the community. It is a great way to meet others and further enhance your skills.

- Set a goal for each search session. This can be quick and informal. Just grab scratch paper. At the top, write something like, "Find 10 employers within 25 miles. Get names of someone to call. Use one or two sources only." Another goal may sound more like, "Find five pieces of information that I could use in my interview to show that I understand how the company works and what I could contribute."
- Divide your search into manageable chunks. For example, after finding 10 employers, you could spend another session to "Figure out which of the 10 I'd most want to work for." You could list three positive things and one caution to explore further about each employer.
- Time yourself. Search time goes faster than you realize while browsing through web pages. Limiting your time also helps focus the mind.
- Look at the employer's own website to search for job openings. Businesses often post and update openings on their own sites more than they do on big job boards.



DOL-4437 (R-10/22)

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