



Back to Work Checklist

Congratulations, you are transitioning back into the workforce! This was no doubt a big decision, so let Transition Talent Group help make sure you don't forget anything with our Back to Work Checklist:

- Up-to-date resume
- Engaging cover letter
- LinkedIn profile that stands out
- Elevator pitch of your personal brand
- Modern interview outfit
- Awareness of legal & illegal interview questions
- Quiet, professional space at home for virtual interviews and remote workdays
- List of convenience services, like dry cleaning & grocery delivery
- Caretakers for your dependent loved ones (if needed)
- Back-up plan for emergencies, sick kids, etc.

Questions on any of the above?

Reach out to nicole@monarchconsultinghr.com for support!