

ASK THE EXPERTS

A weekly Q&A where CareerBuilder experts offer advancement strategies.

In my 20-year career, I have endured three recessions where the employer either went out of business or downsized. How do I state this on my resume in a positive light without making it seem that I didn't do the job I was hired to do?

Expert 1: You can handle this in one of two ways.



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One way is to insert the phrase "no longer in business" next to the former employer's name on your resume.

The second option is to ignore the issue altogether.

Unless you were the CEO of a failed business, you need not be sensitive about this.

The reality is that a great many people have gone through a corporate downsizing. It has become almost the normal course of events in the business community.

(You haven't lived unless you've been downsized!)

Unless you were in and out of several companies very quickly, I'd suggest you not explain your departures on your resume.

Expert 2:

In a career of 20 years, it would not be uncommon to have changed employers several times.



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What is important in your resume is to reflect your skills and your abilities from your work experiences.

Keep in mind that your resume is not the "be all, end all."

It is only a marketing tool and one component of your job communications strategy. A resume alone will rarely get you hired.

Of course, you don't want your resume to be a barrier to getting your foot in the door of a potential employer.

Use a clear-cut and appropriate resume format that stresses your qualifications, with less emphasis on specific employers and dates.