

# How to Discuss Employment Gaps

## 1. Prepare to explain your reasons for the gap

Prepare your points and be cautious not to overindulge information which may or may not backfire in your job application.

## 2. Highlight new skills you have learned

Share certifications or courses you may have completed during the gaps. This demonstrates your drive to utilise free time to improve yourself and work on professional development.

## 3. Emphasise your rationale behind re-entering the workforce

Be confident and concise when describing to the hiring manager how you have spent your time and why you are ready to return to work and contribute to the organisation's growth and success.

