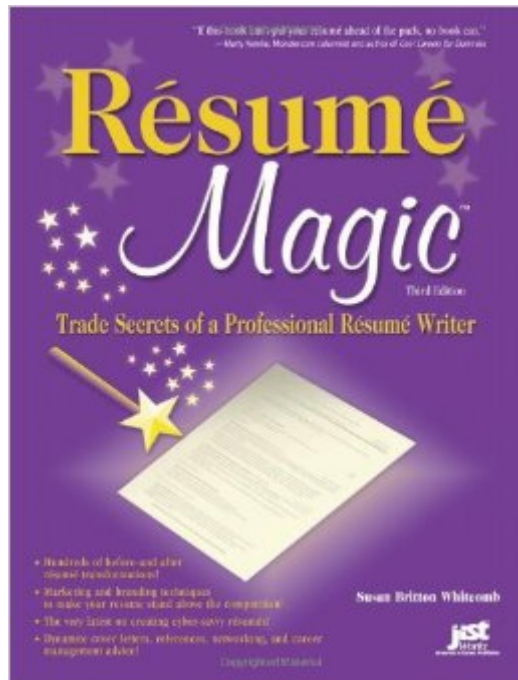


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Resume Magic: Trade Secrets Of A Professional Resume Writer



Synopsis

Resume Magic: Trade Secrets of a Professional Resume Writer

Book Information

Series: Resume Magic: Trade Secrets of a Professional Resume Writer

Paperback: 585 pages

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Customer Reviews

Resume Magic: Trade Secrets of a Professional Resume Writer (Resume Magic Trade Secrets of a Professional Resume Writer) Did you know... Most resumes are not read completely, large companies sometimes use computers to scan for "key words" planted throughout resumes to compile a initial list of candidates, employers want to see hard-hitting bottom-line numbers that show proof of your past performance, and that and resume writing has its own grammar and punctuation rules? I have a B.S. in journalism, mass communications and public relations and the above information regarding resumes (included in this book) was all new to me. I bought this book to update my husband's 7-year-old "just-out-of-college" resume to reflect the executive management status and impressive accomplishments he's attained in his career in the last seven years. He is not changing jobs, just needing a "grown-up" resume to submit for a college master's program. Reading this book cover to cover and writing a brand-new resume from scratch was not only fun for me, but my husband can now "see" his past seven years' accomplishments. He not only has a resume that he's confident would "wow" employers if he ever decides to seek a job elsewhere, but putting his talents, skills and passions into writing also refocused and renewed his career direction and passion. Susan Whitcomb, author, is very thorough and explores all options of resume writing. I personally appreciated a chapter devoted to resume "style" writing. Yes, like newspaper reporting, resume writing has it's own list of separate writing rules, and she covers them all.

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