

Top Resume Writing Tips from the Industry's BEST COMPANIES

RPW resume professional writers



- 1 **Remove** details that can make your piece look improper and outdated.
- 2 **Exclude** the objective statement, an odd email address, hobbies, references, irrelevant work experience from 20 years ago, and your photo.
- 3 **Do not put** personal pronouns, non-conversational words, and confidential details.

resumeprime

- 4 **Evaluate** yourself first.
- 5 **Know** what post you want to fill.
- 6 **Focus** on the details that could show you as an asset.
- 7 **Put** skills and feat relevant to the field
- 8 **Send** a cover letter along with your resume.



capstone resume services



- 9 **Have** two things: optimized keywords and PAR statements.
- 10 **Be mindful** of the Applicant Tracking System.
- 11 **Make** a resume with vital keywords
- 12 **Give** readers hits on your problem-solving skills with PAR (Problem-Action-Result) statements
- 13 **Write** your duties or key achievements with the problems you faced, actions you took, and the results you obtained.

resume valley

- 14 **Pay** attention to the copy's length (one page for entry-level applicants; two or more pages for seasoned pros and those pursuing high-level posts).
- 15 **Make** it striking and flawless.
- 16 **Make** it clean and creative.
- 17 **Do not commit** a single error—not even a typo.



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"We Guarantee You'll Be Hired"



- 18 **Avoid** disrupting the resume's flow.
- 19 **Ditch** the exact dates of your service, reasons for leaving your past job, and details from over 10 years ago.

Sources:

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Best 10 Resume Writers

