

Convincing Resume Writing

Get an Edge on the Competition by Making a Great First Impression Using These Tips from Top Resume Writing Service ConvincingResumes.com

Does your resume stand out from the rest or just blend in, despite your hard-earned academic and professional credentials? With your resume writing being the key to getting your foot in the door, it is imperative that your professional first impression is one that will convince your potential employer to learn more about you. After all, the best resumes – and not necessarily the best candidates – generate interviews.

For a convincing resume, follow these five simple resume writing steps:

1. Accentuate Exceptional Performance on Your Resume.

Exceptional achievements impress almost everyone. The stronger the results you have achieved, the more beneficial it is to open your resume with this information. Certified Professional Résumé Writers agree that your resume writing should include your most impressive accomplishments near the top of your resume.

2. Be Concise.

Few people are impressed by a resume written with an overly detailed employment history or a lengthy list of irrelevant academic information. Streamlining your resume writing emphasizes the information that is most relevant to the specific opportunity while making certain important facts are not buried in the text. That is not to say you need a one-page resume – a Certified Professional Resume Writer will tell you that most candidates with more than five years of experience have two-page resumes.

3. Review. Review. Review.

Read over your resume repeatedly until you think it is perfect. Then hand it to someone else, like a Certified Professional Resume Writer, to read. Few things detracts more from resume writing than grammatical and spelling errors, even when you're otherwise perfect for the position. Prove your attention to detail right off the bat by writing a flawless resume.

4. Resume Presentation Matters.

Why do fine chefs devote just as much care in presenting their dishes as they do in preparing them? Simply answered, if it does not look good, diners usually do not want it! The ingredients of your resume may be divine, but presentation is key to engaging the reader. Use clear headings, bullet points, adequate margins, and a readable font to maximize your resume's appeal.

5. Ask A Resume Expert.

Just thinking you know what works is not good enough when it comes to the competitive job market. When it comes to resumes, experts (Certified Professional Resume, recruiters, career

services staff, and others) know what works and what does not. Capitalize on their experience and you are sure to benefit.

You only get one first impression. Make sure that your resume writing provides the impression you want it to make!

Work with leading Certified Professional Resume Writer, Amy K. Savage, CPRW. Reach her at Amy@ConvincingResumes.com or (703) 937-7023. Visit Convincing Resumes at www.ConvincingResumes.com.