



# Resume Writing: How To Write A Resume And Get The Job Interview You Want

*Richard Booles*

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# Resume Writing: How To Write A Resume And Get The Job Interview You Want

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## **Resume Writing: How To Write A Resume And Get The Job Interview You Want** Richard Booles **The Easy Way To Write A Resume That Will Get You Interviews**

Have you ever found yourself struggling to write a resume that showcases all your relevant skills and achievements?

It could be that you are unable to find the right words to capture the attention of your potential interviewer and because of this you have no idea where to start.

A well written resume can be the difference between getting noticed and being rejected. For most of us writing a successful resume is not something that we will have been taught in school and it is not an easy task. It is something that is worth the effort as it is probably one of the most important documents you will ever need in life.

Successful resume writing takes time, effort and dedication. There is a lot of information available on the dos and don'ts of resume writing, however the majority is incorrect and unreliable, which makes this book even more important to you.

“Resume Writing: How To Write A Resume And Get The Job Interview That You Want” has been designed to provide you with the relevant information to ensure your resume is not only informative, but also formatted correctly and contains all of the important information any prospective employer could want.

It is important to remember your resume is the first opportunity you have to make an impression on the interviewer. First impressions count the most and last for the longest. You can make the right first impression with the help of this book and you will be one step nearer the interview.

### **In this book, you will learn:**

- Job hunting made easy with the right resume
- The benefits of a polished resume
- Resume formats
- Get started in the right way
- Resume content
- Using a template
- Online resume services
- Land the perfect job
- Be more employable
- Keep your dignity

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