

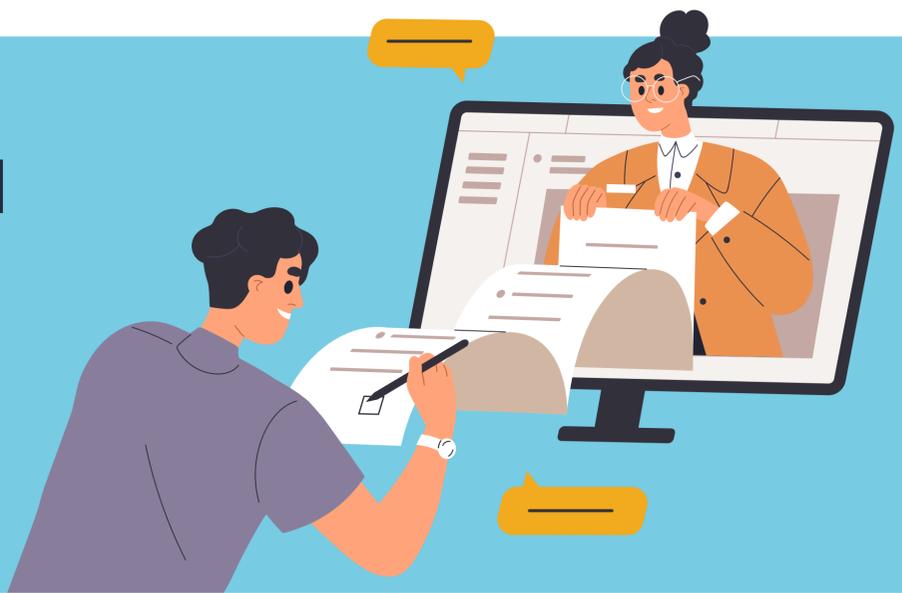
Resumes That Get Read!

- ✓ Be Brief!
- ✓ Be Interesting!
- ✓ Be Noticeable!



Here are 4 Tips to showcase your reputation, value, skills and achievement in **10-15 seconds**

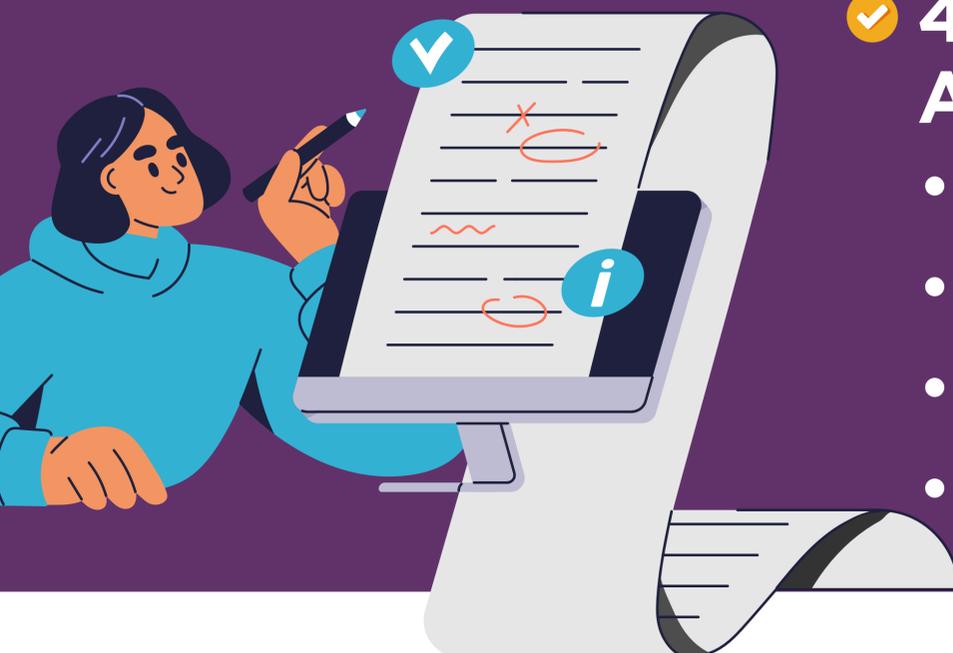
- ✓ **Simple** and Consistent Font, Color & Format



- ✓ **2 Pages, Max!**

- ✓ **3 Must Haves Sections:**

- Summary Statement
- Professional Accomplishments
- Technical Skills and Certifications



- ✓ **4 Crucial Action Verbs:**
 - Accelerated
 - Revamped
 - Collaborated
 - Stabilized

Contact us today to schedule a call with a professional career coach

www.transformingcareers.com 262.786.9200

