

The Resume.Com Guide to Writing Unbeatable Resumes

By Warren Simons, Rose Curtis

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The nation's #1 online resume service offers its exclusive advice on how to craft a winning resume

The Resume.com Guide to Writing Unbeatable Resumes draws upon the author's considerable expertise, as well as the vast Resume.com database, to arm job seekers with:

- Sample resumes for every profession and job category, at every level, from entrylevel to executive
- A comprehensive database of keywords, arranged by industry
- Electronic job-hunting advice and strategies, with tips on how to make any resume stand out online
- A detailed Before & After resume trouble-shooting worksheet

Job seekers will also find an exciting added value with this essential text. With the purchase of this book, they'll be able to receive a free resume consultation with one of Resume.com's career consultants!

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Editorial Review

From the Back Cover

Write the perfect resume--with help from the experts at Resume.com!

The first step to getting a great job is writing a great resume. The career professionals at Resume.com have years of experience helping job-hunters craft unbeatable resumes, and now you can tap into that experience yourself. *The Resume.com Guide to Writing Unbeatable Resumes* includes detailed, real-world sample resumes for almost every profession, along with proven strategies for getting noticed--and getting the job.

More than just a resume guide, this comprehensive career resource covers all four steps of the job search process--career planning, resume writing, marketing yourself to employers, and, finally, interviewing. You'll not only craft the best possible resume for any position, you'll write winning cover letters and follow-up letters that make employers take notice. And, as an added bonus, you'll get a free career search capabilities consultation and resume evaluation from a specialist at Resume.com.

Whether you've been working for twenty years or you're just out of college, *The Resume.com Guide to Writing Unbeatable Resumes* features all the tools you need to succeed:

- Detailed sample resumes from a wide variety of careers and professions
- Inside tips for better online job-hunting
- In-depth descriptions of every resume style and format
- Step-by-step guidance for crafting your perfect resume
- Emergency resume troubleshooting tips
- Specific strategies for international, government, and academic jobs
- Helpful worksheets, checklists, before-and-after resume comparisons, and much more!

About the Author

Rose Curtis, CPRW, and **Warren Simons, CPRW,** served as Co-managing Editors of Resume.com, the nation's leading provider of Web-based career services with more than 100 professional resume writers and career consultants nationwide.

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