

Writing A Résumé

What is the purpose of a résumé?

What should a résumé look like?

What should a résumé include?

What is an example of a good objective?

What should be included in your education?

What should be included in your work experience?

What expectations do readers have when looking over a résumé?

What are 10 phrases that you might include in your résumé?

What size margins should you have in your résumé?

How many fonts should you use in your résumé?

When is it appropriate to use underlining?

When should you use bullets in a résumé?