Your Resumé

An outstanding resumé is a personal expression of yourself.

T HY' NYH'

1 {o Z{5 K | z T vpul z3 11

mary.gray@drake.edu

Objective

Yl z| {{z4k.yp}} | u z{| kl u{ ~ p(o vyv} } | u zhsł z hua

The Scannable Resume: Helpful Hints

- `\zl rl, ~vykz /uv| uzO{oh{ kl zj ypil, v| yl k| j h{pvu3zrpsz and accomplishments.
- \zl ~ op{| vyspno{4 vs/ylk whwlyvmz{hukhyk zp/l5
- ′ Kvua{mask3z{hwstvyipuk,v|yylz|tš5
- H) v pk p(hsp) z 3 | ukl yspupun 3 nyhwo p) z 3 z o hk pun 3 i v y kl yz 3 | ssl {z 3 lines and reverse type.
- ZIslj{hzpt wsl{, w/mhjl3z|johzOIs}I{pjhvyHyphs3huk|zIhnnu{zpflvm or 1 point.
- ´ Jvuzpkly|zpun hssj hwghsd {{I yz myol hkpun