

## WHAT IS A RESUME?

A resume is a self-promotional document that presents you in the best possible light, for the purpose of being invited to a job interview. Why choose a professional resume writer? Your resume has only 10 to 15 seconds on average to impress an employer. Hiring Managers receive hundreds of resumes every day. In just a few seconds (a mere glance) they will decide whether or not to call a candidate for an interview. If your resume is not conveying the right message, it will land-up where most do - the garbage can. Hiring a professional resume writer will secure more interviews for you. Keywords ===== Many companies currently utilize an automated resume database. These databases are basically resume mines. When a vacancy arises, keywords are used to find the right resumes from among the thousands stored in these systems. If your resume does not contain the right keywords, it will never be found during such searches. Marketing A resume is not a just typed sheet. It is a strategic tool used to enhance your chances of getting a job. Are you reaching your target audience? How is your advertising working out for you? A professionally written resume shortens the overall job search time. A well-written, keyword-rich, resume not only impresses employers, but it also reduces the overall time it takes to find a job. Good resumes get the interviews, and the more interviews you get, the higher your chances are to become employed.

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