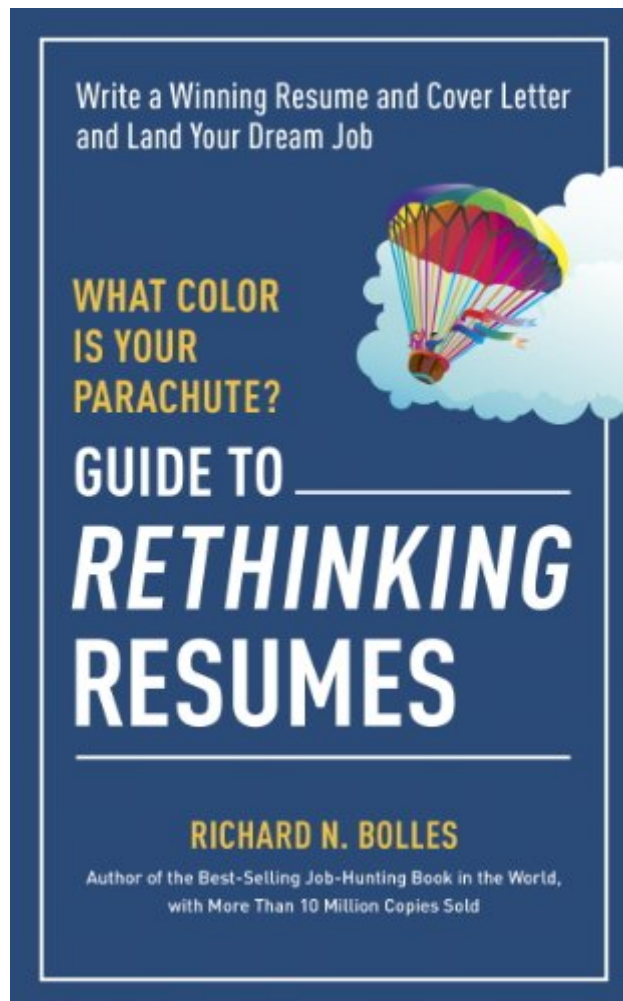


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# What Color Is Your Parachute? Guide To Rethinking Resumes: Write A Winning Resume And Cover Letter And Land Your Dream Interview (What Color Is Your Parachute Guide To Rethinking..)





## Synopsis

The first resume book from the What Color Is Your Parachute? career guru Richard Bolles. Resumes get an average of eight seconds of attention before going in the trash—or getting on the shortlist. That’s just one of the findings reported here, as legendary career expert Richard N. Bolles presents new research about resumes in a guide that summarizes everything job-hunters and career-changers need to know about this essential tool. This timely resource features the latest research on important resume topics such as key words, soft skills, scanning software, social media, and online posting. Bolles argues that on the basis of what we now know, we need to rethink what a resume is—and how it should be written. He details the words that must be avoided, and the words that must be used, on a resume that wins you interviews. This slim volume distills a huge amount of information down to its very essence. Armed with tips and shortcuts based on the author’s decades of experience, you can craft a resume and cover letter that will stand out to your dream employers—and increase your chances of getting interviews and landing jobs.

## Book Information

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## Customer Reviews

If you haven't written a resume, or updated yours for awhile, this little book offers the latest research on resumes. Some of the helpful information included in this book: \* what words or phrases are passe and you should NOT use in your resume: team-player, driven, exceeded expectations, references furnished upon request, quick learner, self-starter etc. \* what employers WANT to read in a resume \* you actually have two resumes - the one you write and the culmination of your online presence and how to clean that one up if needed \* how to find and use key words for a targeted resume \* where to send or post your resume \* what to do about scannable resumes \* in-house referrals - a new site \* niche jobs sites \* a sample of a resume Mr. Bolles likes \* perspective on cover letters Found this slim and easy-to-read book full of invaluable information on resumes. I think it would be helpful for most job-seekers and those in the career development field. I bought a copy for my brother who asked about resumes.

Very helpful especially for people that have been away from the job market for a while. The strategies are up to date and really good.

Bollos does an excellent job presenting basic understandings of how best resumes function, tips to create such and links to other sources that he recommends. I found it helpful as I began my resume writing process.

Good book for either writing your resume the first time or rewriting it for the second time. good investment of my time and money

Another great read from the master of job seeking. I recommend it to all who want to spend less time writing resumes that work.

This book was a quick read, but packed with useful tips and links. I reviewed thousands of resumes and (fewer) cover letters in the past as an internship coordinator and hired over 500 students but I still benefitted from this book. If it's been several years since you've updated your resume, don't assume it just needs a few updates. Take a fresh look through the eyes of a potential employer and start from scratch!

This book is not as helpful as What Color is my Parachute which is one of the best. It basically has

one big point about how the job search process is changing due to the internet.

The book has a lot of good, practical tips.

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