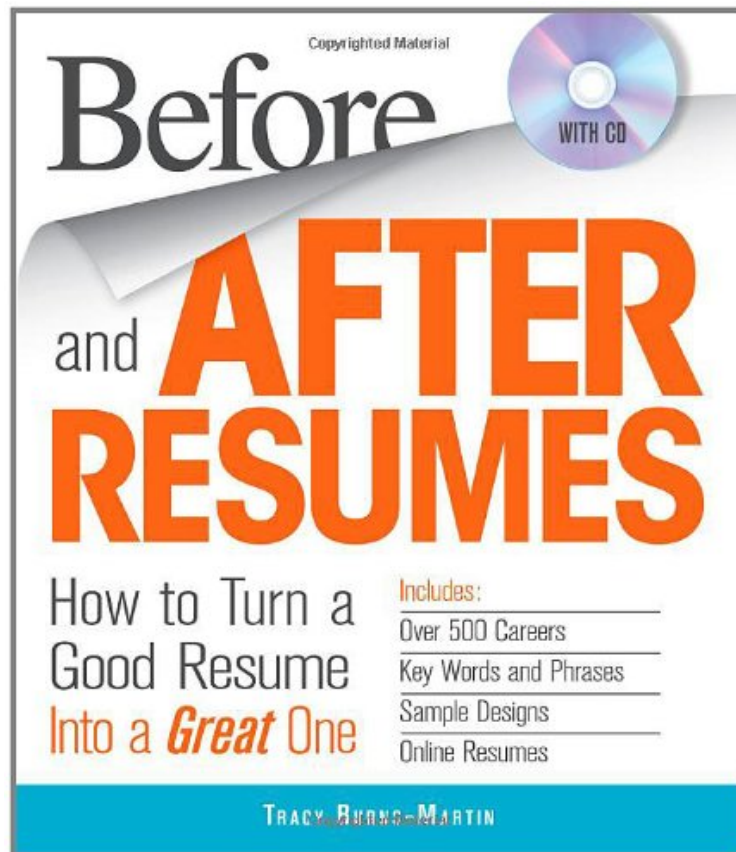


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Before and After Resumes with CD: How to Turn a Good Resume Into a Great One

Tracy Burns-Martin

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Tracy Burns-Martin : Before and After Resumes with CD: How to Turn a Good Resume Into a Great One before purchasing it in order to gage whether or not it would be worth my time, and all praised Before and After Resumes with CD: How to Turn a Good Resume Into a Great One:

0 of 0 people found the following review helpful. Its just okayBy CustomerIts okay3 of 3 people found the following review helpful. Some good insightsBy LoraineI borrowed this from the library so I could update my tired, old resume. What I liked about this book were the 'before' and 'after' resumes plus the explanations included with the 'after' resume explaining what changes were made and why.This book is helpful for those with special situations with separate chapters dedicated to the following: short or temp employment, only one employer, re-entering workforce, career change, frequent job changer, gaps in employment history, laid-off worker, long-term employment, over-50 worker, etc. There is also a small tip section on what to consider when beginning your resume and also a CD with more resumes to view.Where the book could use improvement would be to show a bit more variety in formatting the resumes. Most looked more similar than not in layout/style. In many of these resumes, there was still an 'objective' line

which has become rather outdated unless, of course, you keep changing careers and have no clear path. Also, I would have liked to have seen a tip section on cover letters. There were so many resume examples, but I didn't see one cover letter. All in all, a really good book. There are certainly more than enough examples to examine and the best part of the book is the special situations chapters. It's far easier to look through one book than searching and searching on the internet for answers to your particular situation. I would have given it 5 stars had there been a few pages about cover letters as well as a few different varieties for setting up/formatting your resume. I used this book as well as 'Gallery of Best Resumes' to complete my resume and cover letter...combined, these are the only books you'll need to create a nice, polished, up-to-date resume and cover letter. 1 of 1 people found the following review helpful. Five Stars By Alojzije Kapetanovic AAA

The right resume is more than a fact sheet; it's the key that gets you behind the closed doors of the best companies. But getting it right means giving your resume a makeover. With this book, you can discover how to polish your resume to a high shine with the clearest formatting; most effective keywords; and winning, step-by-step advice from experienced HR guru Tracy Burns-Martin. Whether you're seeking a job or changing your career, you'll learn everything there is to know about perfecting your resume, from de-aging and modernizing to carving a niche and selling your unique qualifications. Review 100 printed before-and-after examples side by side to see a run-of-the-mill resume transform into a game-changing document. Then, check out the real difference keywords can make with 100 more digital resumes on the accompanying CD. No matter your career or experience level, this book will change the way you look at resumes forever.

About the Author Tracy Burns-Martin is currently the executive director of the Northeast Human Resources Association. She has nearly twenty years of experience in corporate HR roles. Burns-Martin holds a bachelor's degree in business from California State University and a master's degree in organizational development from Lesley University.