

← **Thread**



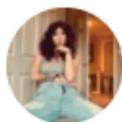
Sli_zzZ
@slizagna



resume tips I have learned as a recruiter at a fortune 100 company (targeted towards college students), a thread:

11:14 AM · Feb 2, 2021 · Twitter Web App

76.3K Retweets **2,502** Quote Tweets **384.7K** Likes



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Replying to @slizagna

1. Don't put your address, or location. No one is sending you mail. The only thing it is used for is to see if we have to pay to relocate you. If you are applying for roles out of state, don't put your address.

30

914

33.5K



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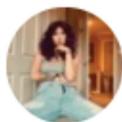


2. Unless you have a unique objective statement, don't include one. We know your objective is to get an internship/job. That's why you're applying.

8

473

19.5K



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3. Unless your GPA is 3.6+, don't include it. The only thing it does is discount you and lower your chances of being selected over higher GPA candidates

32

635

19.5K





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4. **Your resume should be saved in PDF FORMAT I WILL SHOUT THIS FOR DAYS.** If you submit in word format, it WILL get messed up and be hard to read. Save it as a PDF or don't waste your time formatting.

26

2K

40.2K



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5. Don't put your job responsibilities, focus on what you have accomplished, and things you can quantify. If you worked in retail, don't put "assisted customers," instead say something like "assisted 60+ customers per day, praised by management for excellent service"

16

1.7K

51.3K



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6. **for the love of GOD include your graduation date.** If we have to guess when you graduate, you won't get hired. Don't put 2016-present. We don't know how long you are going to take please please please put your graduation date.

24

651

22.6K



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7. **ALSO, save your resume as your first and last name, not resume.** When its saved on your computer, its the only resume. When it is saved on mine, it is Resume (47) and I will never be able to find it.

22

960

25.9K



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8. My final tip. You should tailor your resume to the job you are applying to, and change key words to match those you see in the job description to assist AI in searching. Jobs get over a thousand applications most of of the time, and AI is used to pare down.

15

964

23.2K





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Bonus tip: Don't waste your time on a cover letter unless you have the name and email of the hiring manager/recruiter, and can send it to them directly. Cover letters should be unique to each position, so don't waste your time unless you are CERTAIN someone will read it.

39

912

20.1K



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Due to a few extra questions I want to add:

- resume should always be under a page unless you have at LEAST 10+ years of experience.

- a resume is to get an INTERVIEW. Not a job. Think about what info you need to include to get them interested enough to give you a call. 😊

29

1K

22.7K



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Unfortunately I can't answer all individual questions. **If you're looking for tailored resume help, please support this black-owned business and wonderful team of resume writers/consultants based in Jacksonville Florida. Allgoudesservices.com**

37

740

10.7K

