Class creates 2nd and 3rd bullet on their own job

Look at samples and the template in the Student Success Guide

Ask - what are they are seeing in the samples – similarities – Discuss

Add 2nd bullet for Food Server with class help

Food Server

* \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_
* \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_

LAST WORDS

* Employers look @ resume not to see if you fit but to put you in the no pile
* Customize resume
* Keep it to 1 page
* No errors – proofread
* Have others critique it

How is a resume reviewed?

How quickly is the resume reviewed?

Resume samples and template in the guide

Class assists me in creating a bullet for Food Server

Then – Have them think of a job they have done.

1) They create one bullet on their own experience

2) Share with neighbor

Accomplishment Statements

Power verb

+

How did you complete the action

+

Results/outcome

Food Server

* \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_

**RESUME**

Ask

* What is a resume
* How many received for 1 job locally?

What worries you about resumes and what do you want to learn?

How to make sure your resume stands out positively?

**WHAT?**

ACTIVITY

ACTIVITY

**BEGINNING**

**MIDDLE**

**END**

ACTIVITY

**TOPIC:**