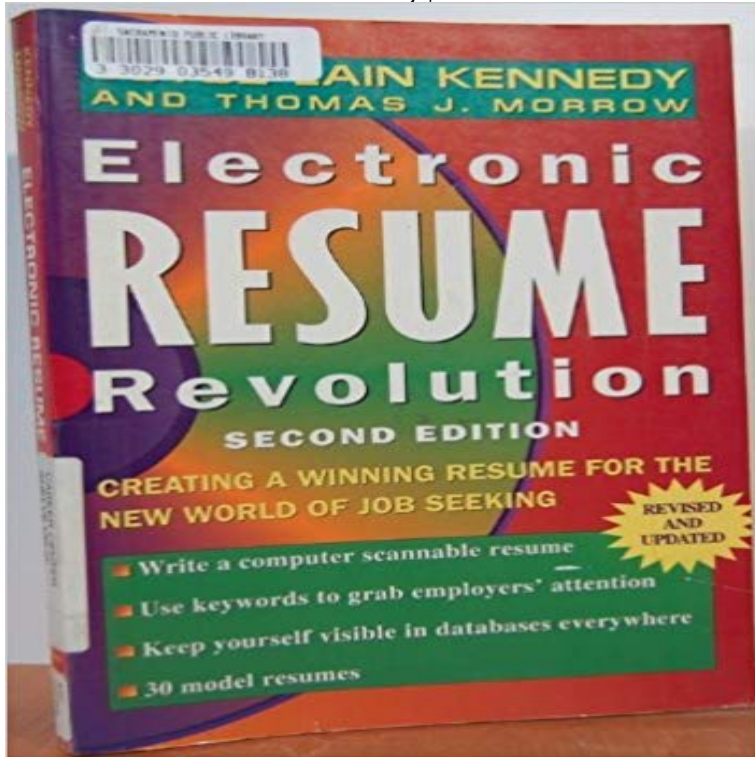


Electronic Resume Revolution: Creating a Winning Resume for the New World of Job Seeking



A revolutionary book by today's foremost syndicated careers columnist. Don't get left behind read it. Phyllis Martin, Careers Columnist Cincinnati Post In the fast-evolving electronic job market, employers large and small are cutting costs by using computers to read resumes. Computers do not read resumes in the same way people do in fact, the old way of doing things may actually hurt you. In this fully revised and updated edition of their landmark resume guide, Joyce Lain Kennedy and Thomas J. Morrow bring you the very latest in tools and rules for making the most of your resume in the electronic age. In everyday language they explain how to write a keyword resume that gets a response and help you avoid blunders that can cost you hiring interviews. That's not all. Here are a few drops from the ocean of questions answered by Kennedy and Morrow in this indispensable guide: Electronics is in. Is paper out? SEE CHAPTER 1. What are the keywords at the center of the new resume? SEE CHAPTER 3. Now that computers read and evaluate resumes, is it still useful to personalize mine? SEE CHAPTER 6. What do keyword resumes look like? SEE CHAPTER 7. How do I perform my resume in front of a video camera? SEE CHAPTER 8. How can I send my resume over the Internet? SEE CHAPTER 2.

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