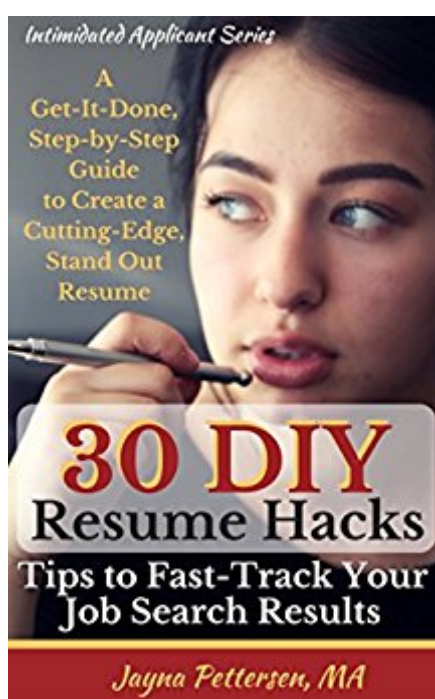


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# 30 DIY Resume Hacks - Tips To Fast-Track Your Job Search Results: A Get-It-Done, Step-by-Step Guide To Create A Cutting-Edge, Stand Out Resume (The Intimidated Applicant's Series Book 1)



## Synopsis

Access to free, online Resume Writing Course included! Are you tired of trying to guess how to craft your resume? Are you dreading being overlooked in the "resume pile" for the dream job you really want? Are you intimidated by the whole job search process? Then I invite you on a journey to discover 30 of my top resume writing hacks that when implemented correctly will move your resume to the top of the stack so that your future hiring manager will want to say, "We've got to hire you!" From these 30 hacks you will learn step-by-step how to: Showcase your unique contributions and value you bring to the table. Tailor your resume easily for every single job application. Pack your resume with top industry-specific lingo and keywords. Discover top hacks to get noticed by Applicant Tracking Software or human eyes. Create accomplishment bullet statements that zing! Address specific potentially troublesome situations to keep your resume from being ruled out. How to make your resume astonish and startle fast-paced hiring managers' attention spans that average a 6-second glance per resume. Don't leave your resume for someone else to write. Learn this lifelong skill once and for all to serve you well through the average of 10-12 job changes throughout your lifetime! Kind words from those I've previously helped craft a unique resume to showcase their skills: "Sharpening your resume? Jayna's intuitiveness, expertise and passion all combine to help an intimidating task become doable and enlightening. It is difficult to condense one's professional life, passion, and skills down to a two-page synopsis; this process is more difficult as one has to explain seasons of raising children, job changes, relocation, etc., but Jayna was able to take a summary of transferable skills and connect the lines to new ventures. I highly recommend Jayna!" ~Janeanee Schmidt | Substitute Teacher & Coffee Shop Manager "In a world where personal contact has been replaced by non-personal online application submission, my resume became my only link to possible employment. The total resume makeover Jayna developed for me provided every human resource contact with an attractive portrait of my life and work experience. Today I enjoy teaching as an adjunct professor at our local community college because of the resume Jayna was able to recreate." ~Greg Evans | Adjunct Faculty, Ozarks Technical Community College "When it was time to seek employment after several years of unemployment. I felt stuck and for the first time realized how much the job market had changed. The number of people seeking employment especially those younger than myself was staggering. I might only get one chance at a job and I needed to be ready and well prepared. It felt overwhelming in all respects. Jayna's tips helped me regain my confidence by looking first at my God-given personality, people skills along with my years of work experience. This helped me not only create a strong resume but most importantly to reach my ultimate employment goal with a winning job

interview! Thank you Jayna! ~Carole Bartenbach  
Note: The 30 DIY Resume Hacks book comes with bonus content via access to a free online companion course complete with job search case studies, resume templates, video tutorials, self-coaching worksheets and next actions checklists. A chock full of simple same-day tips to implement. Get this simple guide today to give you the quickest hacks needed to shortcut your job search!

## **Book Information**

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## **Customer Reviews**

I was skeptical at first that this book would contain any new information. But I was pleasantly surprised when it did. There are so many different ideas--new formats, new apps, new approaches--to writing a resume that I'd never considered. Anyone looking for a new position should read this book. It's a quick read, but a great reference to keep on hand.

This guide helped build confidence in my resume. I had some reservation about adding creativity to my resume, but was liberated by the step by step approach in how to be creative and stay within a professional context. The author takes a practical approach; I literally had my resume open while

reading, adding the various hacks as I went along. Even though I started with an existing resume, the way the guide is structured, I can easily imagine building from scratch and using each hack as a waterfall template to a finished product. I recommend this to anyone looking for an edge in a competitive job market!

Where has this been all my life? Why don't they teach this information in schools? Easy to understand and follow. I've already had responses and an interview for a dream job after following the author's recommendations.

The author does an excellent job condensing tons of information and providing insight, practical suggestions, visual examples and specific, step-by-step instructions to complete a resume which will result in calls from prospective employers. Don't get blindsided by out-of-date information found on multiple websites. This book answers questions on how best to showcase soft skills, job experience, education, volunteer accomplishments, employment gaps, transferable skills, and technology. The "Zoom Out" questions and perspective are valuable and worthwhile to consider in this process. They are the exact questions and conversation starters a wise mentor would ask you. 5 Stars!!!!!! One addition which needs to be checked out: the FREE DIY Resume Hacks Companion Course.

I got so much out of this book I couldn't put it down! Loved all the samples. Loved the tips for older applicants and those with work gaps. Will be using this for our Jobs for Life program. So many great ideas and tips to get through today's market with ever changing technologies.

What a great resource: this is helping me tackle the daunting task of updating my resume in a clear, step-by-step process. I appreciate the author's writing style: not dry and very personable. I wish this resource was available 5 years ago when I was re-entering the job market. The steps and accompanying reflections have been very encouraging. I used to walk away from my resume feeling inadequate, but this resource has helped me see how my many experiences have created a valuable list of transferable skills. I'm having fun with the resume hacks!

This is the most comprehensive user friendly book you will find on the market to help you with a winning resume. It covers all the topics you would expect with tips for gaps and stay at home moms as well, which can be hard to figure out what to do with those situations. If you want a resume that

will land you that ideal job, than this is the book for you!

This book is so thorough and easy to follow! It has given me a better understanding and ways to be able to get an interview. I highly recommend this rather than spending hundreds of dollars on a professional .!

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