



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

Joyce Lain Kennedy, Thomas J. Morrow

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Describes how to summarize and highlight measurable accomplishments which will distinguish you from other applicants. Emphasizes the novelty of the electronic resume as a job tool that lists your job history, skills, and employment aspirations—all in a convenient computer-based format which can match the right applicant to the right employer. Demonstrates how to alter the basic resume for different job descriptions. This edition updates all relevant areas including scanners and OCR systems and contains 50 super resumes with specific topics.

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