

What a BAD RÉSUMÉ says when it speaks TO EMPLOYER

The Top Ten List of Résumé Don'ts

#1 DON'T ever (unless you're applying to be a model or actor) include your photograph. No matter how pretty you are.

#2 DON'T submit a résumé without taking the time to design it. Ugly, bland résumés make your experiences look ugly and bland—like yellow shorts knitted in yarn.

#3 DON'T include stuff that employers might unfairly judge you by (like your age, marital status, religion, sexual orientation, number of kids, ethnicity, etc.) Sadly, some employers DO have prejudices.

#4 DON'T have any typos or errors. They make you look lazy and incompetent (especially when you say, "I pay attenshun to detale.")

#5 DON'T include stuff from your high school glory days (unless you're still in high school, of course!) President of the chemistry club isn't as cool as it used to be.

#6 DON'T include hobbies that make you look bad or weird. No one wants to hire the party-freak crazy cat lady.

#7 DON'T include your GPA if it is lower than a 3.5. Some employers are picky about that. If yours is lower, impress them in other ways.

#8 DON'T put stuff that nearly every breathing human being can do (like watch movies and surf the internet).

#9 DON'T put your experiences in the wrong order. Is your ability to type really more important than your international internship?

#10 DON'T have an "Objective" section if you don't have an impressive and clear objective. It's counterproductive.

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What my friends call me outside of work is none of your business.

I made my name small cuz it isn't really important. You'll remember me, I hope.

I use Times New Roman because I don't know any better and because I have no personality.

Um, a little help here. Am I supposed to capitalize this?

I'm so full of myself that I had to let you know what I look like. I mean, doesn't my face just scream "hot, funny, and such a great worker?"

Steal my identity! Now's your chance!

OBJECTIVE:

To gain experience at a place I enjoy and where I can get better at what I do.

EDUCATION:

University of South Carolina, Columbia, SC,
Bachelor of Science
GPA: 2.6

Hawthorne High School, Hawthorne, ID
High School Diploma

COMPUTER SKILLS:

Internet, Microsoft Word, Typing

EXPERIENCE:

Food for Life, San Francisco, Ca
Nutrition Adviser

I was frequently responsible for supporting the CFO, EA and UPL with all of their day-to-day tasks. I worked at the front desk with other staff and once created a procedures manual. I was in charge of the calendar and made updates whenever it was necessary.

Non-Denominational Christian Church, San Francisco, Ca

2005 - Present
Choir Singer, Party Planner
Sang weekly hymns in church. Practiced twice a week outside of church. Planned church-related parties, which included cooking food and decorating.

HOBBIES:

Playing with my six children, clubbing, hanging out with my husband, and acting as president of the caucasian American society...

I don't know what an objective section is for. Therefore, I put nothing but vague, meaningless comments.

I wasn't really sure how to highlight my skills. So, I used boldface, italics, I underlined, all caps, and a wavyline, just to make sure!

As get degrees!

My computer skills are far more impressive and important than my work experience, so I put them first. And I really wanted to highlight all the things I can do with a computer that anybody down in the last 40 years can do with their eyes closed.

I can't spell my own job title.

None of my hobbies relate to the job, so I thought I would give you some reasons to judge me. After all, now you know how busy I am at home, my marital status, my sexual orientation, and my ethnicity.

graduating high school is one of my greatest accomplishments. I love high school. If only I were still there, making a real name for myself.

May 2006

June 2002

I didn't realize that you are busy and figured you liked reading long exposés about my life, rather than a bulleted list.

2004 - Present

Outside of my other job, singing in the choir is the best thing I've got to make you want to hire me. Besides, I really wanted you to know what religion I am so that you could have a reason to discriminate me, even if unintentionally.