

Resume Match Score

30% out of 100%

Your current resume isn't a good match for this role. We don't recommend applying with your current resume. Scroll down to see our recommendations for improving it, there should be some easy fixes you can implement to help make your resume more competitive!

ATS Best Practices

Score: 56%

Resume File Type	✓	Your resume is a .pdf, which can easily be scanned by ATS systems
Email Address	✓	Your email nikkimnik@gmail.com, nikkimnik@gmail.com is on your resume, nice work!
Phone Number	✓	Your phone number 859-801-0398, 859-801-0398 is on your resume, good job!
LinkedIn Profile	✗	You do not have a link to your LinkedIn profile on your resume. Resumes with LinkedIn profiles have a better chance of hearing back.
Job Title Match	✗	The job title ADMINISTRATIVE ASSISTANT was not found on your resume. We recommend including your target job title to increase your chances of a match.
Education Match	✓	The job description requires a(n) B A degree, your resume shows that you have a(n) B A
Section Headings	✓	We found the Experience and Education sections on your resume, nice work!
Date Formatting	✗	We could not find a date that matched a recommended format. We recommend using one of the following formats: "M/YY" or "MM/YY" or "M/YYYY" or "MM/YYYY" or "Month YYYY".
Unknown Characters	✓	There are no unknown/unreadable characters on your resume.

Hard Skills Match

Score: 0%

Resume File Type	Resume	Job Description	Skill Gap
Dynamic Environment	0	1	-1
Dynamics	0	1	-1
Performance	0	1	-1

Soft Skills Match

Score: 14%

Resume File Type	Resume	Job Description	Skill Gap
Organization	0	3	-3
Collaborator	0	1	-1
Communicate Effectively	0	1	-1
Organized	1	1	✓
Proactively	0	1	-1

Sales Index

Score: **50%**

Word Count	✓	Your resume is 429 words, which is a good length.
Measurable Results	✗	Your resume contains 0 instances of measurable metrics. We recommend including at least 5 instances at the very least - measurable results illustrate your value!
Action Verbs	✓	Your resume has a strong mix of action/power words, including "Collaborated," "Completed," and "Create."
Cliches & Buzzwords	✗	Your resume has 5 of cliches and/or fluffy buzzwords, including "I," "i," and "Them." You should consider removing them.

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