1. What is ATS?

Applicant Tracking System or ATS is job application software used by the employers to automatically filter resumes based on specific keywords or criteria.

2. What is its significance?

Getting a job generally involves job listings posted by companies where applicants can apply using their resumes and after application reviews they can attend a job interview.

Companies get thousands of applications on a regular basis and it is a hassle to go through so many of them manually. A software such as ATS trivializes the application review process so that both companies and applicants can proceed to the actual important part i.e job interview.

3. How to make a resume ATS friendly?

    a. Use fewer colors and stick to a single column format.
    b. Make sure the resume is saved in the correct file format.(docx, pdf.)
    c. Ensure skills listed in the resume include keywords mentioned in the job description.
    d. Be specific when listing the skills rather than being descriptive
    e. Use both short forms and full forms of technologies, tools etc.
    f. Check ATS score of the resume using an online ATS score checker and make necessary adjustments to improve the score.

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Aditya Mohanty #23199